



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: First Methodist Tulsa HullabalooDate(s) of Event: Saturday, October 24, 2026Location Address: Start: 1000 South Boulder Ave
End: 1100 South Boulder AveCouncil District(s): 4Event Description: Annual fall festival including games, a trunk-or-treat, and family fun. First Methodist seeks permission to close Main St between 10th and 11th Streets on Saturday, October 24 for our annual Fall Festival.Event Category: Street, Lane, or Sidewalk ClosureEvent Includes: Public Right of Way, Street ClosureAnticipated Attendance: Total: 1000Per Day: 1000Anticipated Participants: Total: 1000Per Day: 1000Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: First United Methodist ChurchWebsite: <https://tulsafmc.org/>Chief Officer of Host Organization: Brent CrawfordEmail and Phone: 918-638-3346Applicant Name: Sarah JohnsonEmail and Phone: sarahjohnson@tulsafmc.org 918-605-3398

Professional Event Organizer:

Email and Phone:

On-site Contact: Sarah JohnsonMobile: 918-605-3398Billing Contact: FMC Tulsa

Phone:

Billing Address: 1115 S Boulder AVE W
Tulsa, OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/24/2026 Time: 2:00pm
Street Closure for Event Setup: Date: 10/24/2026 Time: 1:00pm
Street(s) to be Closed for Event Setup: Main Street between 10th Street and 11th Street
Event Start: Date: 10/24/2026 Time: 3:00pm
Street Closure for Event Start: Date: 10/24/2026 Time: 1:00pm
Street(s) to be Closed for Event Start: Main Street between 10th Street and 11th Street
Run, Walk, Parade Start Time: N/A
Daily Event Hours: 3:00 - 5:00pm
Event End: Date: 10/24/2026 Time: 5:00pm
Street Reopens after Event End: Date: 10/24/2026 Time: 5:30pm
Event Teardown: Date: 10/24/2026 Time: 5:00pm
Street Reopens after Event Teardown: Date: 10/24/2026 Time: 5:30pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 2 tents, less 8 ft by 8 ft Provider and Phone: Tents provided by site host. Tents are spaced according to TFD guidelines. 10x10 tents not separated by 12 feet are considered as a group. More than 4-10x10 tents or 2-10x20 tents in a group require a Tent Permit. Each group of tents not separated by 12 feet requires a Tent Permit.
Number of Inflatables: Yes 3 Provider and Phone: Sunshine Party Jumps, 918-232-1196
Number of Amusement Rides: No 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Yes Contact, Email and Phone: Ten-Seven Security, 918-200-9787

Medical and/or First Aid Services: No Contact, Email and Phone: N/A

Traffic Control Barricade Company: Yes Contact, Email and Phone: Advanced Workzone Services, 918-682-9393

Equipment Setup: Date: 10/24/2026 Time: 1:00pm Equipment Pickup: Date: 10/25/2026 Time: 8am

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): First Methodist Tulsa

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: No Provider and Phone: N/A

Total Number of Portable Toilets: 0 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other Event Information: See attachment(s). Due to weather, road construction or unforeseen circumstances, the timelines for activities and closures (including relocation, if necessary) are subject to change.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: DJ and some speakers

Sound Amplification: Yes

Start Time: 3:00pm

Finish Time: 5:00pm

Please describe the sound equipment that will be used for your event:

DJ speakers

Sound checks conducted prior to the event: Yes

Start Time: 2:30pm

Finish Time: 3:00pm

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

N/A

Use of any signs, banners, decorations, or special lighting used at event: No Describe:

N/A

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: First Methodist Maintenance teams and Ten-Seven security will assist in clearing all trash, equipment, tents, and other event items from the street and our from our premises.

Number of Trash Receptacles: 15

Number of Dumpsters: 2

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Places of Worship, N/A

If not presented, please explain:

N/A

Affidavit of Applicant

I certify that the information contained in this Application is true and correct to the best of my knowledge and belief. That I have read, understand, and agree to abide by the rules and regulations governing this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims of third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

For City of Tulsa Special Events Committee Use Only

Date received: 08/27/2026 Date routed: 10/13/2026 Date for review: 10/14/2026
Special Events Committee Recommendation: Meeting Review Yes ☐ No ☐ _____
Date routed to Mayor: _____ Mayor's Recommendation: Yes ☐ No ☐ _____
Date routed to Council: _____ City Council Approval: Yes ☐ No ☐ _____
Date Permit Issued: _____ Comments: SEC Meeting 10/14/2026



