



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Tulsa Christmas ParadeDate(s) of Event: December 10, 2022Location Address: 1420 W 35TH ST SCouncil District(s): 4

Event Description: This is Tulsa's annual Christmas Parade free and open to the public for everyone to enjoy. It features large floats, balloons, marching bands and other entries all celebrating the Christmas Season.

**Event Category:** Parade**Event Includes:** Tent/Canopy, Public Right of Way, Lane Closure, Live Entertainment, No Parking Signage, Private Property, Street ClosureAnticipated Attendance: Total: 2500Per Day: 2500Anticipated Participants: Total: 500Per Day: 500

Number of Events for Monthly Event: NA

### Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: AMERICAN WASTE CONTROL INC Website: https://tulsachristmasparade.org/

Chief Officer of Host Organization: Paul RossEmail and Phone: paul@awcok.com 918-446-0023Applicant Name: Tulsa Christmas Parade - Paul RossEmail and Phone: paul@awcok.com 918-446-0023Professional Event Organizer: NA

Email and Phone:

On-site Contact: Paul RossMobile: 918-282-0492Billing Contact: Tulsa Christmas ParadePhone: 918-446-0023Billing Address: 1420 W 35TH ST S Tulsa  
Tulsa OK 74107

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 12/09/2022 Time: Noon  
Street Closure for Event Setup: Date: 12/09/2022 Time: Noon  
Street(s) to be Closed for Event Setup: Pre-Staging: 6th St between Detroit Ave & Cincinnati Ave in front of the PSO building at Noon 12/09. Staging: See map at 8 a.m. 12/10. Staging includes 10th St between Elgin Ave and Cincinnati Ave and Detroit Ave to 11th St.

**Event Start:** Date: 12/10/2022 Time: 10:15am  
Street Closure for Event Start: Date: 12/10/2022 Time: 9 am  
Street(s) to be Closed for Event Start: See Parade Route Map. No parking signs will go out on 12/09 to deter people from parking there in evening/overnight to avoid them being towed. RoadSafe will put them out on Friday morning.

Run, Walk, Parade Start Time: Pre-Parade 10:15 a.m.  
Parade 11am

Daily Event Hours: NA

**Event End:** Date: 12/10/2022 Time: Noon  
Street Reopens after Event End: Date: 12/10/2022 Time: 1pm

**Event Teardown:** Date: 12/10/2022 Time: Noon  
Street Reopens after Event Teardown: Date: 12/10/2022 Time: 2pm

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: No  
Number of Food Vendors: 1  
Number of Food Trucks: 4  
Food Cooked on-site: No Fuel(s) to be used:  
Number of Item Vendors: 0 Number of Service Vendors: 0  
Number of Tents/Canopies: 8 10X10 Provider and Phone: ABCO (918) 583-6557  
Number of Inflatables: 0 Provider and Phone: NA  
Number of Amusement Rides: 0 Provider and Phone: NA  
Use of fireworks, rockets, lasers, or other pyrotechnics: No  
Provider and Phone: NA

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

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Security and/or Police: Contact, Email and Phone: TPD Jack Hoehner (918) 527-0025  
TPD Special Events Unit (918) 586-6054

Medical and/or First Aid Services: Contact, Email and Phone: TFD Derek Dixon (918) 625-0211

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems (918) 906-0551

Equipment Setup: Date: 12/09/2022 Time: 8am Equipment Pickup: Date: 12/10/2022 Time: 1pm

Crowd Management Fencing Company: Contact, Email and Phone: Road Safe Traffic Systems (918) 906-0551

Equipment Setup: Date: 12/10/2022 Time: 7am Equipment Pickup: Date: 12/10/2022 Time: 1pm

Parking Type: Parking Garage, Street, ADA parking not available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

## **Sponsor and Other Event Information**

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Event Sponsor(s): American Waste Control

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: BWI Sanitation (918) 437-6666

Total Number of Portable Toilets: 14 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 12/09/2022 Time: 10am

Equipment Pickup: Date: 12/12/2022 Time: 10am

Other information: Pre-Staging includes ABCO setting up tents on the PSO sidewalk Friday afternoon 12/09.  
Crowd control barriers will be in the area on 6th St from Detroit Ave to Cincinnati Ave including  
down Boston Ave and on the turns, at the corners of the routes.  
Pre-parade show going down the route at 10:15am to tell people Santa is coming and to get  
ready for the parade. This is being done to warm up the crowd and encourage folks to arrive  
early for great seating along the route.

## **Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: See Parade Participant List

Sound Amplification: Yes

Start Time: 9am

Finish Time: Noon

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

Mic, speakers

Sound checks conducted prior to the event: Yes

Start Time: 9am

Finish Time: 930am

Describe hot air balloons, fire lanterns or similar devices used at event:

NA

Describe the use of any signs, banners, decorations, or special lighting used at event:

Banners around the tents

## **Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Matt Maynard with Hawkeye (918) 724-0544 will clean the route and staging areas

Number of Trash Receptacles: 12

Number of Dumpsters: 4

Number of Recycling Containers: 4

Cleanup Service Provider and Phone, if applicable: Matt Maynard with Hawkeye (918) 724-0544

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Businesses, Places of Worship

## **Avidavit of Applicant**

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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 third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

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**For City of Tulsa Special Events Committee Use Only**

Date received: 10/17/2022      Date routed: 11/21/2022      Date for review: 11/30/2022

Special Events Committee Recommendation: \*Email Review ☒ Yes ☐ No

Date routed to Mayor: 11/22/2022      Mayor's Recommendation: \_\_\_\_\_ ☐ Yes ☐ No

Date routed to Council: 11/22/2022      City Council Approval: \_\_\_\_\_ ☐ Yes ☐ No

Date Permit Issued: \_\_\_\_\_      Comments: Incomplete application 11/03/2022.

Parade route map uploaded 11/14/2022.

Application information completed 11/21/2022.

\*Next SEC meeting 11/30/2022.



