



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: St. Toribio KermesDate(s) of Event: May 26, 2024Location Address: Start: 2515 E 1st St
End: 1428 N 68th E AveCouncil District(s): 3, 4Event Description: Annual Procession (assembly) & Carnival (landing)**Event Category:** Procession/March**Event Includes:** Amplified Sound, Tent/Canopy, Public Right of Way, Lane Closure, Live Entertainment, Fireworks/Pyrotechnics, Private Property, Street ClosureAnticipated Attendance: Total: 900Per Day: 900Anticipated Participants: Total: 900Per Day: 900Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: St. Peter and Paul Catholic
Church and SchoolWebsite: <https://peterandpaultulsa.org/>Chief Officer of Host Organization: Alejandra Olmos-GarciaEmail and Phone: alejandra.olmosgarcia@yahoo.com 918-836-2596Applicant Name: Alejandra Olmos GarciaEmail and Phone: churchoffice@peterandpaultulsa.org 918-836-2596

Professional Event Organizer:

Email and Phone:

On-site Contact: Alejandra Olmos-GarciaMobile: 918-836-2596Billing Contact: Sts. Peter and Paul ParishPhone: 918-836-2596Billing Address: 1419 N 67TH AVE E
Tulsa, OK 74115

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/26/2024 Time: 8:00am
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA - See Carnival Site Map
Event Start: Date: 05/26/2024 Time: 8:15am
Street Closure for Event Start: Date: 05/26/2024 Time: 8:15am
Street(s) to be Closed for Event Start: See Procession Route Map
Run, Walk, Parade Start Time: Procession (Walk): 8:15 - 11:30am
Carnival: Noon - 11:30pm
Fireworks: 9 - 9:20pm
Daily Event Hours: NA
Event End: Date: 05/26/2024 Time: 11:30pm
Street Reopens after Event End: Date: 05/26/2024 Time: 11:30am
Event Teardown: Date: 05/26/2024 Time: Midnight
Street Reopens after Event Teardown: Date: Time:

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: Gas
Number of Item Vendors: 0 Number of Service Vendors: 0
Number & Sizes of Tents: 1 - 100x100 Provider and Phone: Ultimate Party Rentals (918) 902-1248
Number of Inflatables: No 0 Provider and Phone: NA
Number of Amusement Rides: No 0 Provider and Phone: NA
Use of fireworks, rockets, lasers, or other pyrotechnics: Yes
Provider and Phone: Smith Family Fireworks LLC (918) 930-0014

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

Security and/or Police: Yes Contact, Email and Phone: Knights of Columbus, Raul Chairez (918) 407-8575 for on-site security
TPD Special Events Unit (918) 586-6054 for police escort

Medical and/or First Aid Services: Yes Contact, Email and Phone: TFD Matt Boyer (918) 720-9789, maimatthewdeboyer@gmail.com and First Aid Volunteers

Traffic Control Barricade Company: No Contact, Email and Phone: NA

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

Crowd Management Fencing Company: No Contact, Email and Phone: NA

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

Parking Type: Street, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): None

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: No Provider and Phone: NA

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 Maps

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 3

Performer/Band name and music type: Hispanic music

Sound Amplification: Yes

Start Time: 12:30am

Finish Time: 11:30pm

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

PA

Sound checks conducted prior to the event: Yes

Start Time: 12pm

Finish Time: 12:15pm

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

NA

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Welcome banner with event info

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Volunteers will clean up during procession and after carnival

Number of Trash Receptacles: 6

Number of Dumpsters: 2

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: America Waste Control (918) 446-0023

Presented Event Concept to:

Places of Worship

If not presented, please explain:

Yearly religious event that has been around for more than 15 years and our neighbors are up to date on it.

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: 03/08/2024 Date routed: 04/16/2024 Date for review: 05/01/2024
Special Events Committee Recommendation: Meeting Review Yes ☒ No ☐ 04/17/2024
Date routed to Mayor: 04/22/2024 Mayor's Recommendation: Yes ☐ No ☐ _____
Date routed to Council: 04/22/2024 City Council Approval: Yes ☐ No ☐ _____
Date Permit Issued: _____ Comments: SEC meeting 04/17/2024. Mayor agenda
04/24/2024. City Council agenda 05/01/2024. Fees paid 03/11/2024.



Procession from St Francis Xavier
Church to St Peter and Paul

Church at 8 a.m.

- Start/Staging Area
- Church Parking Lot
- Procession Route
- TPD escort 8 to 11:30 a.m.
- Disbanding/Carnival Area
- WIN Special Events



