



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: BooHaHaDate(s) of Event: October 19, 2024Location Address: Start: 4500 S Peoria Ave
End: 3300 S Peoria AveCouncil District(s): 9Event Description: BooHaHa is Oklahoma's largest Halloween event. We host Kid's Zones, Bouncy houses, Costume Contests, some live music, food and candy and a parade.Event Category: Festival/CelebrationEvent Includes: Amplified Sound, Private Park, Public Right of Way, Lane Closure, Live Entertainment, No Parking Signage, Private Property, Street ClosureAnticipated Attendance: Total: 12000Per Day: 12000Anticipated Participants: Total: 12000Per Day: 12000Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Brookside Business Association Website: <https://brooksidetheplacetobe.com/>Chief Officer of Host Organization: Tim ClarkEmail and Phone: 918-742-8622Applicant Name: Matt MorganEmail and Phone: brooksidebusinesstulsa@gmail.com 918-409-0266

Professional Event Organizer:

Email and Phone:

On-site Contact: Matt MorganMobile: 918-409-0266Billing Contact: Brookside Business AssociationPhone: 918-409-0266Billing Address: 1307 E 38TH ST S
Tulsa, OK 74105

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/19/2024 Time: 7:00am
Street Closure for Event Setup: Date: 10/19/2024 Time: 8:00am
Street(s) to be Closed for Event Setup: Assembly Area: 1110 E 45th Pl, 2 Parking Lots
Parade Staging: 45th Pl between Peoria Ave and Detroit Ave. Madison Pl from 43rd St to 46th St.

Event Start: Date: 10/19/2024 Time: 9:00am
Street Closure for Event Start: Date: 10/19/2024 Time: 10:30am
Street(s) to be Closed for Event Start: Parade Route: Peoria Ave. from 45th Pl to 33rd St.
Parade Disbanding: 33rd St between Peoria Ave and Trenton Ave.

Run, Walk, Parade Start Time: Parade - 11:00am
Daily Event Hours: 9:00am - 12:00pm

Event End: Date: 10/19/2024 Time: 12:00pm
Street Reopens after Event End: Date: 10/19/2024 Time: 12:30pm

Event Teardown: Date: 10/19/2024 Time: 12:00pm
Street Reopens after Event Teardown: Date: 10/19/2024 Time: 1:00pm

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: 20
Number & Sizes of Tents: 0 Provider and Phone: N/A
Number of Inflatables: Yes 5 Provider and Phone: Sunshine Party Jumps (918) 269-8163
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: Tulsa Police Special Events Unit (918) 586-6054

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

Traffic Control Barricade Company: Yes Contact, Email and Phone: N/A

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

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

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

Parking Type: Street, Parking not available

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Brookside Business Association

TulsaGo

Andy B's

Park: Yes Name of Park and Location: Brookside Collective Park, 3737 S. Peoria Ave.

Drone: No

Portable Toilets: Yes Provider and Phone: Aimright Services (918) 584-8444

Total Number of Portable Toilets: 15 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 10/18/2024 Time: 5:00pm

Equipment Pickup: Date: 10/21/2024 Time: 5:00pm

Other Event Information: See Attachment

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: N/A

Sound Amplification: Yes

Start Time: 8:30am

Finish Time: 12:00pm

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

PA systems and music from playlists. All family safe.

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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: Yes Describe:

Sandwich boards, banners, posters, and balloons.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will have volunteers to collect trash receptacles and empty into private dumpsters. Each business and partner will be responsible for trash collection on their properties. Our team will collect trash and debris along the streets when we are done.

Number of Trash Receptacles: 20

Number of Dumpsters: 5

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Schools, Neighborhood Assn, Business Assn, Businesses, Places of Worship

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: 08/22/2024 Date routed: 10/06/2024 Date for review: 10/16/2024

Special Events Committee Recommendation: *Email Review Yes ☒ No ☐ 10/10/2024

Date routed to Mayor: 10/10/2024 Mayor's Recommendation: Yes ☐ No ☐ _____

Date routed to Council: 10/10/2024 City Council Approval: Yes ☐ No ☐ _____

Date Permit Issued: _____ Comments: *SEC meeting 10/16/2024. Mayor agenda
10/16/2024. City Council agenda 10/16/2024. Application revised 10/06/2024.

Outstanding invoice paid 10/07/2024.

