



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: 46th Annual MLK Parade Date(s) of Event: Jan. 20, 2025

Location Address: Start: 700 N DETROIT AVE Council District(s): 1  
End: 100 N ELGIN AVE

Event Description: Tulsa: The Dream In Motion. PARADE FLOATS, MARCHERS, BANDS, CARS, DRILL TEAMS, MOTORCYCLES, AND HORSES

Event Category: Parade

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Public Right of Way, Lane Closure, No Parking Signage, Street Closure

Anticipated Attendance: Total: 10000 Per Day: 10000

Anticipated Participants: Total: 5500 Per Day: 5500

Number of Events for Monthly Event: No

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

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Host Organization: Martin Luther King Jr. Commemoration Society Website: <https://www.mlktulsa.com/>

Chief Officer of Host Organization: Pleas Thompson

Email and Phone: mlktulsa@gmail.com 918-492-9495

Applicant Name: Pleas Thompson

Email and Phone: mlktulsa@gmail.com 918-492-9495

Professional Event Organizer:

Email and Phone:

On-site Contact: Pleas Thompson Mobile: 918-492-9495

Billing Contact: Martin Luther King Jr. Commemoration Society Phone: 918-492-9495

Billing Address: PO Box 14025  
Tulsa, OK 74159

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

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**Event Setup:** Date: 01/20/2025 Time: 6:00AM  
Street Closure for Event Setup: Date: 01/20/2025 Time: 6:00AM  
Street(s) to be Closed for Event Setup: See Staging Area (Purple & Green) on Map  
**Event Start:** Date: 01/20/2025 Time: 11:00AM  
Street Closure for Event Start: Date: 01/20/2025 Time: 10:30AM  
Street(s) to be Closed for Event Start: See Parade Route (Red) and Disbanding Route (Blue) on Map  
Run, Walk, Parade Start Time: 11:00AM  
Daily Event Hours: N/A  
**Event End:** Date: 01/20/2025 Time: 1:30PM  
Street Reopens after Event End: Date: 01/20/2025 Time: 1:30PM  
**Event Teardown:** Date: 01/20/2025 Time: 2:00PM  
Street Reopens after Event Teardown: Date: 01/20/2025 Time: 2:00PM

### ***Secondary Permits Required***

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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: 1  
Number & Sizes of Tents: 4 - (1) 10X10; (1) 40X40 Provider and Phone: PARTY PRO RENTS (918) 622-8102  
(BAMA); (2) 10X10  
(ONEOK)  
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: No  
Provider and Phone: N/A

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

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Security and/or Police: Yes Contact, Email and Phone: TPD SPECIAL EVENTS UNIT (918) 586-6054, IN HIS SERVICE (918) 230-2830, OSU-TULSA POLICE (918) 594-8123

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA (918) 596-3100

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Crowd Management Fencing Company: Yes Contact, Email and Phone: CITY OF TULSA (918) 576-5636

Equipment Setup: Date: 01/20/2025 Time: 6:30AM Equipment Pickup: Date: 01/20/2025 Time: 2:30PM

Parking Type: Street, Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

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

## **Sponsor and Other Event Information**

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Event Sponsor(s): N/A

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

Drone: No

Portable Toilets: Yes Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 24 Number of ADA Accessible Portable Toilets: 6

Equipment Setup: Date: 01/20/2025 Time: 6:30AM

Equipment Pickup: Date: 01/20/2025 Time: 2:30PM

Other Event Information: See Attachment (Subject to Change)

## **Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: Pending

Performer/Band name and music type: List of Parade Participants Pending

Sound Amplification: Yes

Start Time: 11:00AM

Finish Time: 1:30PM

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

Marching Bands and Speakers

Sound checks conducted prior to the event: Yes

Start Time: 10:30AM

Finish Time: 10:45AM

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:

Parade Banners

## **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: Hire a Cleaning Service

Number of Trash Receptacles: 25

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: H.O.W Foundation (918) 252-5739

Presented Event Concept to:

Schools, Business Assn, Businesses

If not presented, please explain:

N/A

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

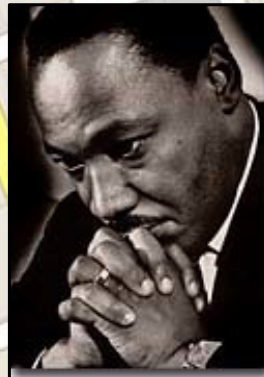
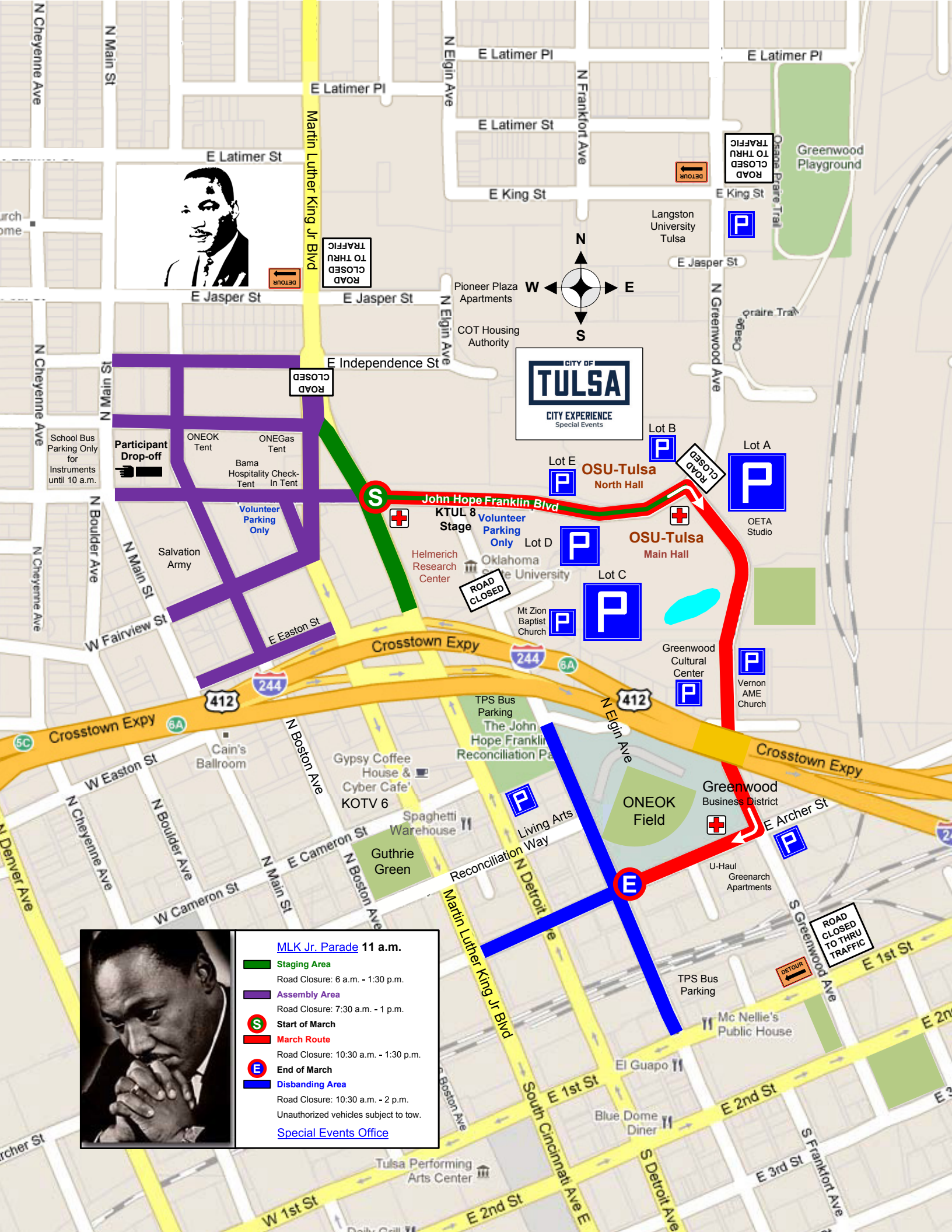
Initials: On File

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

Date received: 10/22/2024      Date routed: 12/02/2024      Date for review: 12/18/2024  
Special Events Committee Recommendation: Meeting Review      Yes ☒ No ☐ 12/04/2024  
Date routed to Mayor: 12/05/2024      Mayor's Recommendation: Yes ☐ No ☐ \_\_\_\_\_  
Date routed to Council: 12/05/2024      City Council Approval: Yes ☐ No ☐ \_\_\_\_\_  
Date Permit Issued: \_\_\_\_\_      Comments: SEC meeting 12/04/2024. Mayor agenda  
12/11/2024. City Council agenda 12/18/2024. Application (incomplete) revised and map attached  
12/02/2024.

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- MLK Jr. Parade 11 a.m.**
- Staging Area**  
Road Closure: 6 a.m. - 1:30 p.m.
  - Assembly Area**  
Road Closure: 7:30 a.m. - 1 p.m.
  - Start of March**
  - March Route**  
Road Closure: 10:30 a.m. - 1:30 p.m.
  - End of March**
  - Disbanding Area**  
Road Closure: 10:30 a.m. - 2 p.m.
- Unauthorized vehicles subject to tow.
- [Special Events Office](#)