



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: New Haven UMC 4th of July Bike ParadeDate(s) of Event: Friday, July 4, 2025Location Address: Start: 5600 S New Haven Ave
End: 5600 S Pittsburg AveCouncil District(s): 9Event Description: July 4th parade featuring kids on bikes**Event Category:** Parade**Event Includes:** Public Right of Way, Private Property, Street Closure, Gathering on New Haven UMC lawnAnticipated Attendance: Total: 100Per Day: 100Anticipated Participants: Total: 100Per Day: 100Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: New Haven United Methodist ChurchWebsite: <https://www.umc.org/>Chief Officer of Host Organization: Brittany FoxEmail and Phone: newhavendayschool@gmail.com 918-742-6781Applicant Name: Brittany FoxEmail and Phone: newhavendayschool@gmail.com 918-742-6781

Professional Event Organizer:

Email and Phone:

On-site Contact: Brittany FoxMobile: 918-706-8239Billing Contact: New Haven United Methodist ChurchPhone: 918-742-6781Billing Address: 5603 S NEW HAVEN AVE E
Tulsa, OK 74135

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 07/04/2025 Time: 9:00 am
Street Closure for Event Setup: Date: 07/04/2025 Time: 9:30 am
Street(s) to be Closed for Event Setup: 56th St between New Haven Ave and Pittsburg Ave
Event Start: Date: 07/04/2025 Time: 10:00 am
Street Closure for Event Start: Date: 07/04/2025 Time: 10:00 am
Street(s) to be Closed for Event Start: See Map
Run, Walk, Parade Start Time: 10:15 am
Daily Event Hours: 10:00 am - Noon
Event End: Date: 07/04/2025 Time: 12:00 pm
Street Reopens after Event End: Date: 07/04/2025 Time: 11:00 am
Event Teardown: Date: 07/04/2025 Time: 12:00 pm
Street Reopens after Event Teardown: Date: 07/04/2025 Time: 11:30 am

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: 0 Provider and Phone: 0
Number of Inflatables: Yes 1 Provider and Phone: Bounce Pro Inflatables, 918-299-2141
Number of Amusement Rides: No 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

Security and/or Police: Yes Contact, Email and Phone: TPD Special Events Unit, 918-586-6054/6067

Medical and/or First Aid Services: No Contact, Email and Phone: EMSA on standby, 918-596-3055

Traffic Control Barricade Company: No 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: Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): New Haven United Methodist Church

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

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: New Haven Praise Band- Contemporary Christian Music

Sound Amplification: Yes

Start Time: 10:00 am

Finish Time: 12:00 pm

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

Small amplifier

Sound checks conducted prior to the event: Yes

Start Time: 9:45 am

Finish Time: 10:00 am

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:

Independence day themed decorations only on the church lawn

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Scheduled clean up committee of volunteers

Number of Trash Receptacles: 4

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Residents, Schools, Places of Worship, Advertised on local school platform and neighborhood Facebook page

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: 03/12/2025 Date routed: 06/10/2025 Date for review: 06/18/2025

Special Events Committee Recommendation: _____ 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 06/18/2025. Mayor agenda
06/18/2025. City Council agenda 06/18/2025. Map and timeline revised 06/10/2025.

