



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Community Pumpkin Patch 2025Date(s) of Event: Saturday, October 18, 2025Location Address: Start: 1 S Lewis Ave
End: 1 S Lewis AveCouncil District(s): 4Event Description: Free community event with music, snacks, water bottles, pumpkins to carve or paint, DJ music and an inflatable (with insurance) ALL FREE.Event Category: MiscellaneousEvent Includes: Amplified Sound, Private PropertyAnticipated Attendance: Total: 200Per Day: 200Anticipated Participants: Total: 200Per Day: 200Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Growing Together
<https://gttulsa.org/>Website: <https://gttulsa.org/>Chief Officer of Host Organization: Kaitlin GarrettEmail and Phone: kgarrett@gttulsa.org 918-289-8017Applicant Name: Alfredo MarceloEmail and Phone: amarcelo@gttulsa.org 918-812-8405

Professional Event Organizer:

Email and Phone:

On-site Contact: Alfredo MarceloMobile: 918-812-8405Billing Contact: Growing TogetherPhone: 918-812-8405Billing Address: 32 S LEWIS AVE E B
Tulsa, OK 74104

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>10/18/2025</u>	Time: <u>1:00pm</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>N/A</u>	
Event Start:	Date: <u>10/18/2025</u>	Time: <u>2:00pm</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>N/A</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>2:00pm-5:00pm</u>	
Event End:	Date: <u>10/18/2025</u>	Time: <u>5:00pm</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: <u>10/18/2025</u>	Time: <u>6:00pm</u>
Street Reopens after Event Teardown:	Date:	Time:

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>0</u>	Number of Service Vendors: <u>10</u>
Number & Sizes of Tents:	<u>10 - 10X10</u>	Provider and Phone: <u>Vendors will bring their own (if they need one), • Tents spaced per TFD guidelines (12 feet separation between every 400 square feet of tent (e.g., 20X20) or groups of tents (e.g., 4 - 10X10). Otherwise, it requires a Tent Permit.</u>
Number of Inflatables:	<u>Yes</u> <u>1</u>	Provider and Phone: <u>El Chapulin Party Rentals, DBA: El Chapulin, 918-951-5027</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>No</u>	
Provider and Phone:	<u>N/A</u>	

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

Security and/or Police: No Contact, Email and Phone: N/A

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

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: Street

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Growing Together

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

Drone: No

Portable Toilets: No Provider and Phone: N/A

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

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other Event Information: See Attachments

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: DJ

Sound Amplification: Yes

Start Time: 2:00pm

Finish Time: 5:00pm

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

DJ table set up

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: No Describe:

N/A

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Growing Together team will clean the parking lot and take the trash bags out to our dumpsters on our property

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, Business Assn, Businesses, Kendall-Whittier Main Street

If not presented, please explain:

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: 06/23/2025 Date routed: 10/06/2025 Date for review: 10/15/2025

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 10/08/2025. Application
revised 10/06/2025.



GROWING TOGETHER

Live. Learn. Thrive.

COMMUNITY PUMPKIN PATCH

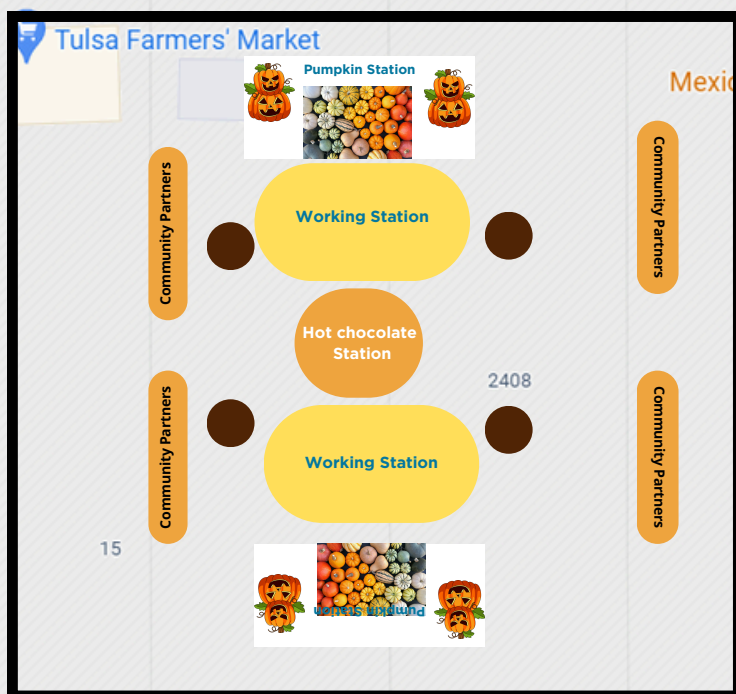
October 18th, 2025 2:00 pm -5:00 pm



E Admiral Blvd

E Admiral Blvd

E Admiral Blvd



COME JOIN US!

More info: Alfredo Marcelo
amarcelo@gttulsa.org (918) 280-8019

Community Pumpkin Patch

Kendall-Whittier
Main Square
1 S Lewis Ave,
Tulsa, Ok 74104

Parking Map



Parking on the streets is free.
you can park on the areas with the little red car.

Reminder:

The Intersection of Lewis and Admiral
Blvd Is under construction
There streets are one lane both ways.

October 18th
2:00pm-5:00pm



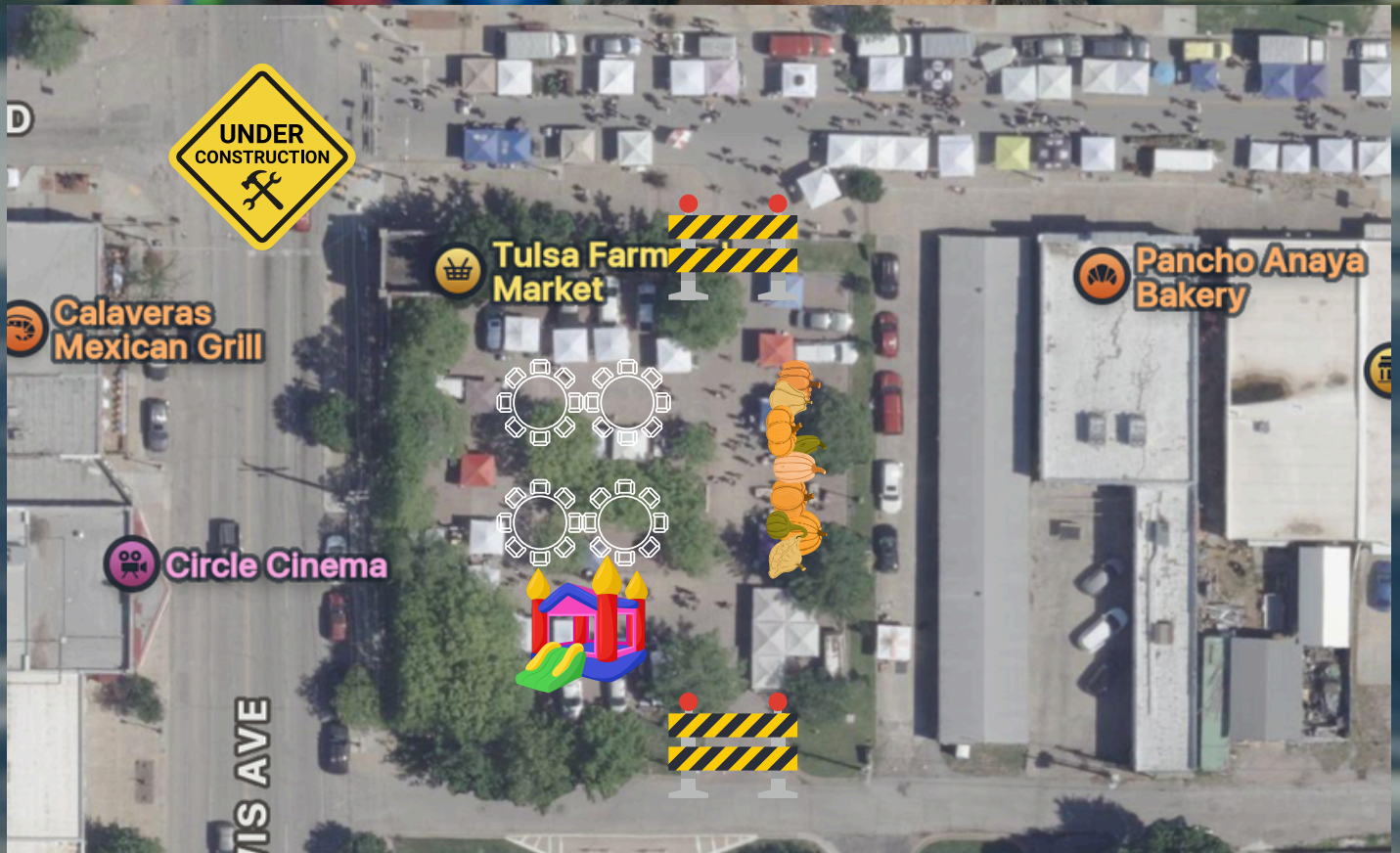
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Community Pumpkin Patch

Kendall-Whittier
Main Square
1 S Lewis Ave,
Tulsa, Ok 74104

Event Map



There will be some tables for families to sit and paint or carve pumpkins.

NO FOOD FOR SALE!

Everything Is free, snacks and some waters, as well as the pumpkins

Our community partenrs (6) will be present with some tables with resources for the families.

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