



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: May The 4th Be With You Date(s) of Event: May 4, 2024

Location Address: Start: 1502 S. Cincinnati Pl. Council District(s): 4
End: 1502 S. Cincinnati Pl.

Event Description: Celebrating spring plant arrivals for spring planting. Along with new indoor plants arrivals. plant friendly vendors, food truck, and local music.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Live Entertainment, Food Sales, Merchandise Sales, Private Property

Anticipated Attendance: Total: 800 Per Day: 800

Anticipated Participants: Total: 800 Per Day: 800

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Cohlmi's "The Plant Place" Website: https://www.cohlmi.com/

Chief Officer of Host Organization: Victor Goetz

Email and Phone: victor@cohlmi.com 405-848-6642

Applicant Name: Kirbi Taussig

Email and Phone: kirbi@cohlmi.com 918-582-5572

Professional Event Organizer:

Email and Phone:

On-site Contact: Kirbi Taussig Mobile: 918-630-9221

Billing Contact: Cohlmi's "The Plant Place" Phone: 918-582-5572

Billing Address: 1502 S CINCINNATI PL E
Tulsa, OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 05/03/2023 Time: 6 p.m.
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 05/04/2024 Time: 10 a.m.
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA
Run, Walk, Parade Start Time: NA
Daily Event Hours: 10 a.m. - 4 p.m.

Event End: Date: 05/04/2024 Time: 4 p.m.
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 05/04/2024 Time: 5 p.m.
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 1
Number of Food Trucks: 1
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 30 Number of Service Vendors: 2
Number & Sizes of Tents: 0 Provider and Phone: NA
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: NA

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

Security and/or Police: No Contact, Email and Phone: NA

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

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, Unpaved Lot, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): No event sponsors

Park: No Name of Park and Location: NA

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Services and Rentals (918) 836-8657

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 05/03/2024 Time: 8:00 a.m.

Equipment Pickup: Date: 05/06/2024 Time: 8:00 a.m.

Other Event Information: See Map

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: Liz Zotta brings her own speaker and equipment

Sound Amplification: Yes

Start Time: 11 a.m.

Finish Time: 2 p.m.

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

Two speakers

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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:

Flags along the fence.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Our entire crew will be staying afterwards to clean up

Number of Trash Receptacles: 4

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Businesses

If not presented, please explain:

NA

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: 04/20/2024 Date routed: 05/03/2024 Date for review: Email Review
Special Events Committee Recommendation: Meeting Review Yes No 05/01/2024
Date routed to Mayor: 05/03/2024 Mayor's Recommendation: Yes No _____
Date routed to Council: 05/03/2024 City Council Approval: Yes No _____
Date Permit Issued: _____ Comments: SEC meeting 05/01/2024

