



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

---

Name of Event: 2024 Tulsa Juneteenth FestivalDate(s) of Event: June 13 - 15, 2024Location Address: Start: 700 N Greenwood Ave  
End: 10 N Greenwood AveCouncil District(s): 1

Event Description: Tulsa Juneteenth Festival is a yearly, public festival in celebration of the national Juneteenth holiday. This event hosts between 35-50 thousands individuals over the 3-4 days of the festival. The festival includes daily entertainment free to the public, a day of wellness including a 5k Run, Kids Zone, a Small Business Pitch Competition, Art Gallery, etc.

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Private Property, Street Closure

Anticipated Attendance: Total: 40000Per Day: 10000Anticipated Participants: Total: 300Per Day: 75Number of Events for Monthly Event: No

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

---

Host Organization: Tulsa Juneteenth IncWebsite: <https://www.tulsajuneteenth.org/>Chief Officer of Host Organization: Lauren CorbittEmail and Phone: info@tulsajuneteenth.org 918-856-1214Applicant Name: Lauren ColberttEmail and Phone: 918-764-8833

Professional Event Organizer:

Email and Phone:

On-site Contact: Lauren CorbittMobile: 918-856-1214Billing Contact: Tulsa Juneteenth IncPhone: 918-764-8833Billing Address: 700 North Greenwood Avenue  
Tulsa, OK 74106

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

---

**Event Setup:** Date: 06/11/2024 Time: 8am  
Street Closure for Event Setup: Date: 06/13/2024 Time: 6am  
Street(s) to be Closed for Event Setup: Greenwood Ave from John Hope Franklin Blvd to Archer St  
**Event Start:** Date: 06/13/2024 Time: 3pm  
Street Closure for Event Start: Date: 06/13/2024 Time: 6am  
Street(s) to be Closed for Event Start: Greenwood Ave between John Hope Franklin Blvd and Archer St  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: June 13th: 3pm-11pm  
June 14th: 4pm-11pm  
June 15th: 7am-12am  
**Event End:** Date: 06/15/2024 Time: 12am  
Street Reopens after Event End: Date: 06/16/2024 Time: 10am  
**Event Teardown:** Date: 06/16/2024 Time: 10am  
Street Reopens after Event Teardown: Date: 06/16/2024 Time: 10am

## ***Secondary Permits Required***

---

Beer Sales, Alcohol Sales: Beer Sales  
Number of Food Vendors: 15  
Number of Food Trucks: 15  
Food Cooked on-site: Yes Fuel(s) to be used: Charcoal, Electric, Gas  
Number of Item Vendors: 30 Number of Service Vendors: 15  
Number & Sizes of Tents: 2 (40x40), 5 (20x20), 50 (10x10) Provider and Phone: Party Pro Rents (918) 622-8102  
Number of Inflatables: Yes 2 Provider and Phone: TBD  
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: Donnie Johnson (918) 810-1538

Medical and/or First Aid Services: Yes Contact, Email and Phone: TBD

Traffic Control Barricade Company: Yes Contact, Email and Phone: Roadsafe Traffic Systems (918) 425-4550

Equipment Setup: Date: 06/13/2024 Time: 6am Equipment Pickup: Date: 06/17/2024 Time: 6am

Crowd Management Fencing Company: No Contact, Email and Phone: NA

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

Parking Type: Street, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

## **Sponsor and Other Event Information**

---

Event Sponsor(s): GKFF

Schusterman

Arvest Bank

Vast Bank

Park: No Name of Park and Location: NA

Drone: Yes

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

Total Number of Portable Toilets: 15 Number of ADA Accessible Portable Toilets: 3

Equipment Setup: Date: 06/13/2024 Time: 6am

Equipment Pickup: Date: 06/17/2024 Time: 6am

Other Event Information: See Maps  
6/15/2024, 7am - Tulsa Juneteenth Run

**Entertainment and Related Activities**

---

Number of Stages: 2

Number of Performers/Bands: TBD

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: TBD

Finish Time: TBD

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

TBD

Sound checks conducted prior to the event: Yes

Start Time: TBD

Finish Time: TBD

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:

TBD

**Mitigation of Impact**

---

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: We will be using a cleaning service plus staff

Number of Trash Receptacles: 50

Number of Dumpsters: 4

Number of Recycling Containers: 0

Cleanup Service: Yes Provider and Phone: TBD

Presented Event Concept to:

Schools, Business Assn, 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: 03/25/2024      Date routed: 05/28/2024      Date for review: 06/05/2024

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 05/29/2024. Mayor agenda  
06/05/2024. City Council agenda 06/05/2024. Final clarification 05/22/2024. TCP revised 05/28/2024.

---



Parking Attendant

Dupmster

FOOD TRUCKS ONLY

Light

Light

CRAFT VENDORS

Shade Med

Merch

Beer Ice

Sponsor

VIP

Security

stage

Light

BAND

Security

Ops RV

RV

Genar

Merch

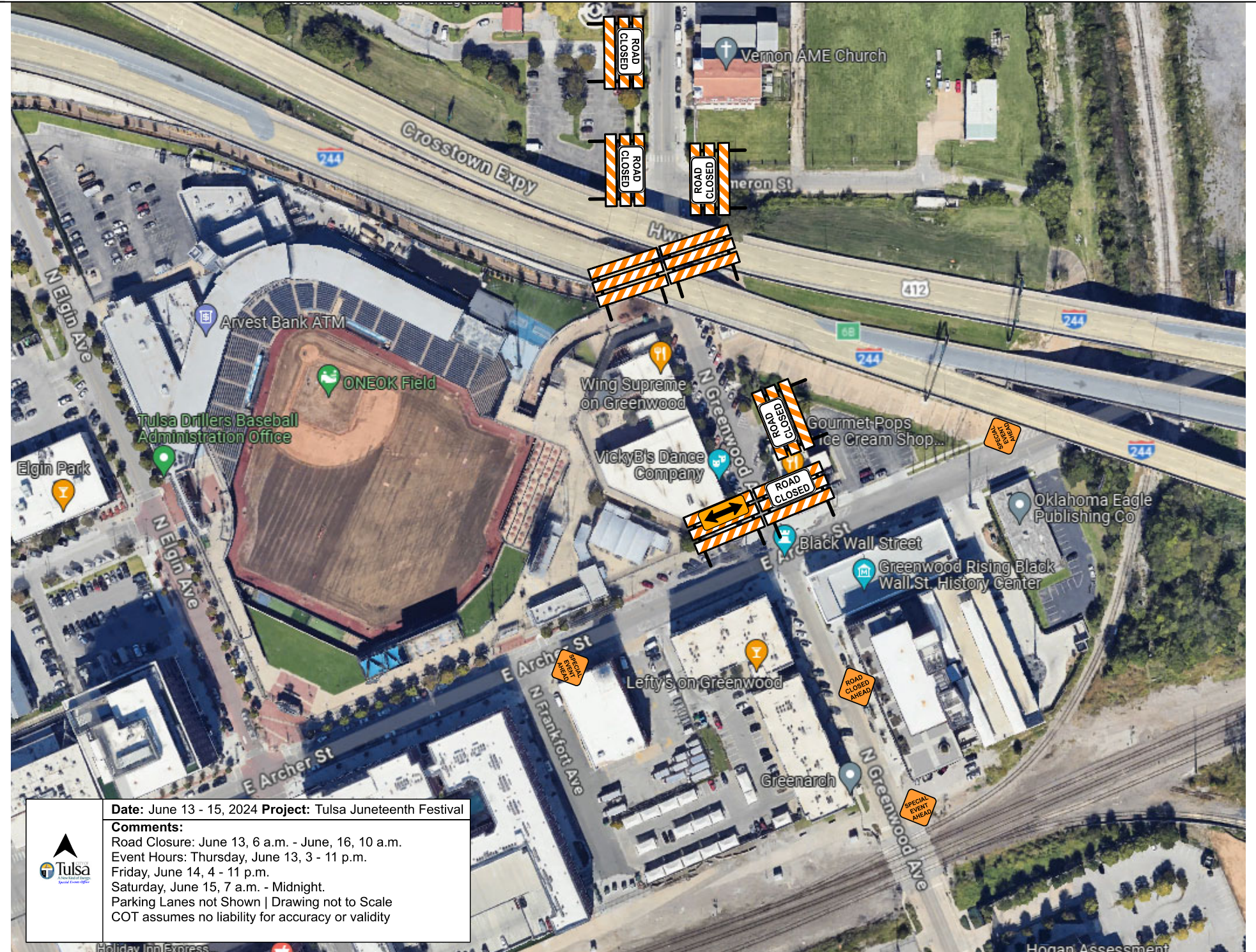
Light

Beer Ice

Dupmster

100 ft

100 ft



**Date:** June 13 - 15, 2024 **Project:** Tulsa Juneteenth Festival

**Comments:**

Road Closure: June 13, 6 a.m. - June 16, 10 a.m.

Event Hours: Thursday, June 13, 3 - 11 p.m.

Friday, June 14, 4 - 11 p.m.

Saturday, June 15, 7 a.m. - Midnight.

Parking Lanes not Shown | Drawing not to Scale

COT assumes no liability for accuracy or validity



**Date:** June 13 - 15, 2024 **Project:** Tulsa Juneteenth Festival

**Comments:**

Road Closure: June 13, 6 a.m. - June 16, 10 a.m.

Event Hours: Thursday, June 13, 3 - 11 p.m.

Friday, June 14, 4 - 11 p.m.

Saturday, June 15, 7 a.m. - Midnight.

Parking Lanes not Shown | Drawing not to Scale

COT assumes no liability for accuracy or validity

