



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Blocktober Fall Festival

Date(s) of Event: October 26, 2024

Location Address: Start: 100 N Greenwood
End: 200 North Greenwood Ave

Council District(s): 1

Event Description: Children's Fall Festival

Event Category: Festival/Celebration

Event Includes: Amplified Sound, Generator/Electricity, Public Right of Way, Sidewalk Closure, Private Property

Anticipated Attendance: Total: 200

Per Day: 200

Anticipated Participants: Total: 15

Per Day: 200

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Black Flower Society

Website: <https://www.facebook.com/TheBlackFlowerSociety/>

Chief Officer of Host Organization: Black Flower Society

Email and Phone: 918-779-2702

Applicant Name: Carol Ainsworth

Email and Phone: caainsworth@cox.net 918-779-2702

Professional Event Organizer:

Email and Phone:

On-site Contact: Viviane Patton

Mobile: 918-851-2309

Billing Contact: Carol Ainsworth

Phone: 918-779-2702

Billing Address: 1723 W LATIMER ST N
Tulsa, OK 74127

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/26/2024 Time: Noon
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: N/A - Sidewalks, Parking Lot (East of Greenwood Ave), and Open Plaza (West of Greenwood Ave)

Event Start: Date: 10/26/2024 Time: Noon
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: N/A - Sidewalks, Parking Lot (East of Greenwood Ave), and Open Plaza (West of Greenwood Ave)

Run, Walk, Parade Start Time: NA
Daily Event Hours: Noon-4pm

Event End: Date: 10/26/2024 Time: 4pm
Street Reopens after Event End: Date: Time:

Event Teardown: Date: 10/26/2024 Time: 4pm
Street Reopens after Event Teardown: Date: Time:

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: N/A
Number of Inflatables: Yes 2 Provider and Phone: Jumpman (918) 448-2323
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

Security and/or Police: Yes Contact, Email and Phone: DNA Security (918) 400-0770, www.dnasecurity.net

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA (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: Street, Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Black Flower Society
City of Tulsa
Greenwood Chamber of Commerce
American Bank of Oklahoma

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

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Services, Steven Bozworth Jr. (918) 397-7787

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/25/2024 Time: 11am

Equipment Pickup: Date: 10/28/2024 Time: Noon

Other Event Information: See Attachment.

Best Management Practice is that sidewalks should provide a minimum of 5 feet access for crowds. Any width less than 3 feet does not meet the minimum requirements for ADA, so a minimum of 5 feet allows people to walk in the same or opposite direction (4 feet wide to accommodate two people walking side by side or a double stroller).

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 0

Performer/Band name and music type: DJ

Sound Amplification: Yes

Start Time: Noon

Finish Time: 4pm

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

DJ Sound Equipment

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: Members of Black Flower Society Will clean up

Number of Trash Receptacles: 4

Number of Dumpsters: 0

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Business Assn, Businesses

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: 10/24/2024 Date routed: 10/24/2024 Date for review: *Email Review

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 11/06/2024.
