

CITY OF



# Carnival Permit Application

CITY OF TAHLEQUAH

Code Enforcement

111 S Cherokee Ave

Tahlequah, OK 74464

918-456-0651 Ext.2266

ray.hammons@cityoftahlequah.com

*All information on this form must be completed or application will be denied*

## CONTACT INFORMATION

Date: \_\_\_\_\_

Carnival Owner: \_\_\_\_\_ Carnival Operator/Manager: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## LOCATION INFORMATION

Proposed Location for Carnival: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Proposed Dates for Carnival: \_\_\_\_\_

Proposed Duration of each Day (Include Setup & Cleanup)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## EVENT SPECIFICS

Estimated Attendance: \_\_\_\_\_ Number of Employees/Volunteers: \_\_\_\_\_

*Please list any and all Carnival Games. (Must include type or nature and dimensions)*

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

### Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Please list any and all amusement rides. (Must include description)*

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

**Notes:**

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*Will you have concession booths? (you will need an Itinerant Vendors License)*

Total Number of Concession Booths: \_\_\_\_\_

**Notes:**

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Will you be providing sanitary facilities to the public? [YES] [NO]

Will you be using electricity? [YES] [NO] If yes, contact Tahlequah Public Works Authority at 918-456-2564

List the last *four* locations where your carnival was held:

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- Applicant must turn in a site plan drawn to scale showing location of all carnival games, concession booths, and amusement rides, defining the areas for public parking and the location of all fire lanes.
- Applicant must also obtain liability insurance covering injury or death for any one person and injury to or destruction of property in any one incident.

**Please do not write below this line (staff use only)**

This application has been      [ ] Approved      [ ] Denied

Remarks: \_\_\_\_\_

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**The proposed Carnival location meets all required building, fire, life safety and zoning codes of the City of Tahlequah and is approved to conduct their event.**

\_\_\_\_\_  
City Inspector

\_\_\_\_\_  
Fire Department Representative