



The City of  
**OKLAHOMA CITY**

## SPECIAL EVENTS

[okc.gov/specialevents](http://okc.gov/specialevents)

# Block Party

*(Application Procedure)*

Thank you for holding your event in Oklahoma City. Below you will find the necessary documents and process to get a revocable permit to use streets and sidewalks for your event. The application deadline for preliminary plans is 30 days prior to the event.

If you have questions, please contact the Special Events office – (405) 297-2890, [Specialevents@okc.gov](mailto:Specialevents@okc.gov).

### **Special Events Information Resources**

[Oklahoma City Special Events Guide](#), [Website](#), [Outdoor Special Events Ordinance](#)

### **Application Requirements**

Please provide the following (email all exhibits or send them in Google Drive to [specialevents@okc.gov](mailto:specialevents@okc.gov)):

- 1) [Revocable Permit Application](#)
- 2) [Event Schedule](#)
- 3) [Event Site Plan](#)  
(Include barricade placement for street closure, you can rent [barricades](#) from [a prequalified company](#))
- 4) [Closure Petition](#)  
(Signature required from every property within the closure area)
- 5) Emergency Contact Sheet  
(Contacts who will be present throughout the event)
- 6) [Vendor List](#) (*if applicable*)
- 7) [Noise Permit](#)  
(Suggested for all events with amplified sound. Property owner confirmation and site plan required.)

After you have developed your plan, here is our approval process:

1. Consult with Special Events Office
2. Submit application and final plans to Special Events Office
3. Final plans reviewed by City staff
4. Permit is placed in permit queue and returned as soon as possible