



The City of
OKLAHOMA CITY

SPECIAL EVENTS

okc.gov/specialevents

Public Events on Private Property

(Application Procedure)

Thank you for holding your event in Oklahoma City. Below you will find the necessary documents and process to get a Special Event Permit for your event. If you include any portion of streets and sidewalks in your event, you will also be required to obtain a revocable right-of-way use permit. 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.

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):

- 1) [Special Event Permit Application](#)
- 2) [Event Schedule](#)
- 3) [Event Site Plan](#)
(Include details about the placement of food trucks, tents, vendors, attractions, etc.)
- 4) [Vendor List](#)
(If applicable, must be finalized 15 days prior to event)
- 5) Emergency Contact Sheet
(Contacts who will be present throughout the event)
- 6) [Noise Permit](#)
(Suggested for all events with amplified sound. Property owner confirmation and site plan required.)