



Current Date 12/11/20

Applications are processed in the order received - preference given to long standing events.

Event Name 2025 MARTIN LUTHER KING JR. HOLIDAY PARADE

Expected Attendance 1000

Event Coordinator William Jones/ D'Andrea Love

Email Address blkwolf33@yahoo.com/ dandrealove8@gmail.com

Mailing Address P O BOX 53084, OKC OK 73152

Phone 403068440/4058125098 Fax \_\_\_\_\_

Event Address (Location) \_\_\_\_\_

Event Start Day/Date 1/20/25 Event Start Time 2:00PM

Event End Day/Date 1/20/25 Event End Time 4:00PM

Set-up Day/Date 1/20/25 Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Tear-down Day/Date 1/20/25 Start Time \_\_\_\_\_ End Time \_\_\_\_\_

**Street Closure Times (if applicable)**

Closure Day/Date 1/20/25 Time 11AM

Reopening Day/Date 1/20/25 Time 4PM

**Event description (activities, exact location, etc.). Please also submit an event site map.**

Parade down Walker from 6th to Reno

Parade will disband at California and Reno.

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

Is this an annual event? Yes If yes, how many years? 45

How many vendors will sell items at your event (retail, food, beverages, etc.)?

- None
- 1
- 2-10
- 11-25
- 26-50
- 50+

Please note: the deadline for the food [vendor list](#) is a strict **10 business days** prior to the event.



Event includes (mark all that apply):

- Block party
- Beverage sales
- Alcohol sales
- Food sales
- Merchandise sales
- Street activities
- Street closure
- Procession/Horse Procession
- Parade
- Amplified sound
- Live entertainment
- Electrical wiring/generator(s)
- Assembly event (First Amendment)
- Residential area
- Non-residential area
- Parklet
- Athletic event
- Filming

Number of tents \_\_\_\_\_

Size of tent(s) \_\_\_\_\_

Number of Parade Entries \_\_\_\_\_

Number of Horses/Animals participating \_\_\_\_\_

Emergency primary contacts during event:

Name William Jones

Name D'Andrea Love

Mobile 405-306-8440

Mobile 405-812-5098

Email blkwolf33@yahoo.com

Email dandrealove8@gmail.com

Event Coordinator Signature \_\_\_\_\_

*(By signing this permit, the event coordinator and their organizing partners agree to abide by the applicable general rules of application listed and the applicable laws referenced under City of Oklahoma City Municipal Code Chapters 50 and 60)*

RETURN COMPLETED FORM

Via U.S. Postal Special Events - Public Information & Marketing 200 N. Walker, OKC, OK 73102

Via E-Mail [specialevents@okc.gov](mailto:specialevents@okc.gov) (preferred method)

Via Fax (405) 297-3124

Questions? Call Special Events Permit Office (405)297-2890

SPECIAL EVENTS OFFICE USE

Staff comments:

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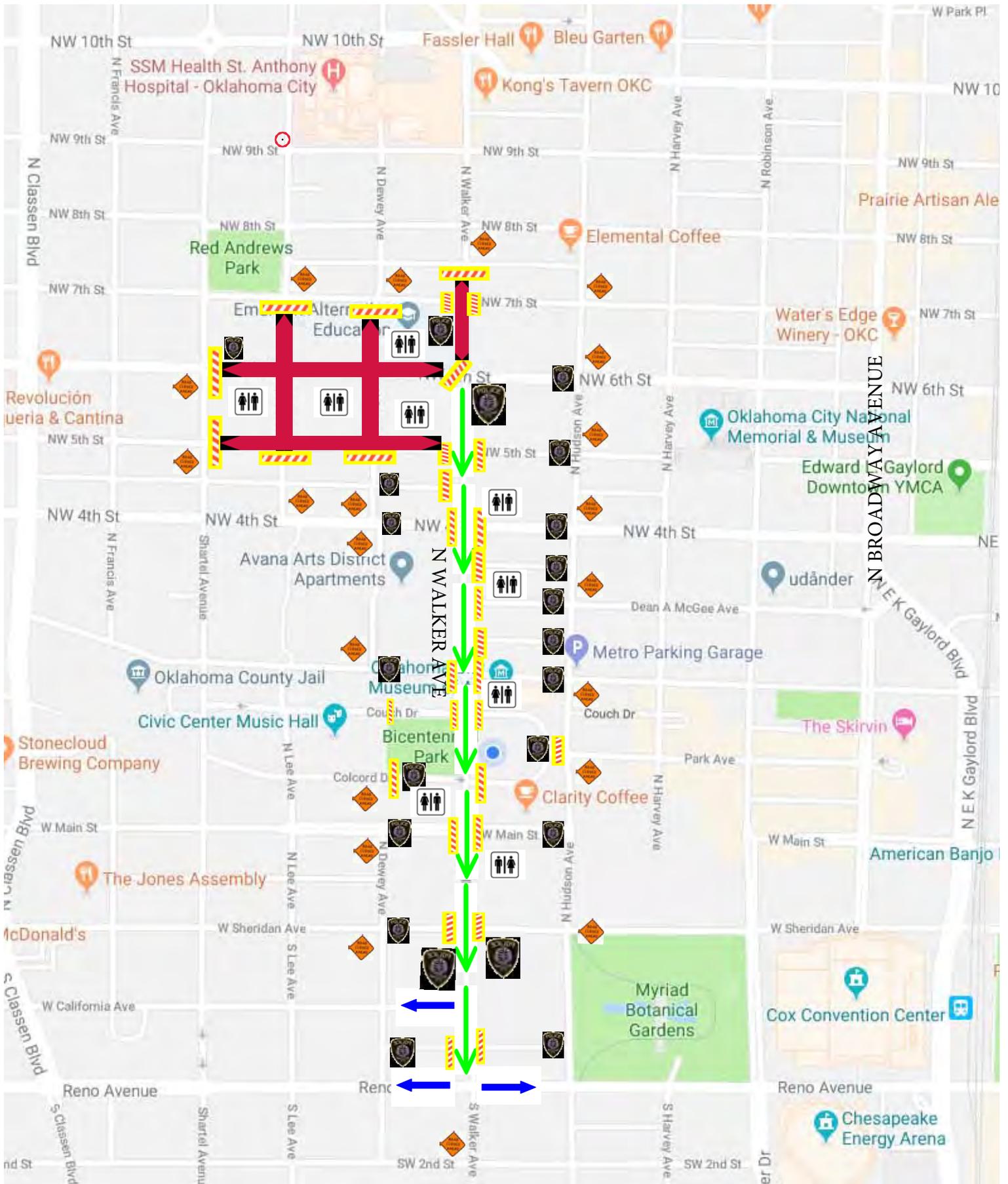
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Special Events Office Approval \_\_\_\_\_

Exhibits A, B & C-1



← PARADE DISBANDING  
→ PARADE ROUTE

♂ ♀ RESTROOMS  
▬ STAGING AREA

# Exhibit C-2

**From:** [Dandrea Love](#)  
**To:** [Will Jones](#); [Watson, Drew M](#)  
**Subject:** Fwd: Clean Services for 2025 MLK Parade-DOKC Green Team  
**Date:** Thursday, December 12, 2024 1:12:51 PM  
**Attachments:** [image001.png](#)

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----- Forwarded message -----

**From:** **Winard Brown** <[brownwinard@gmail.com](mailto:brownwinard@gmail.com)>  
**Date:** Thu, Dec 12, 2024, 1:08 PM  
**Subject:** Fw: Clean Services for 2025 MLK Parade-DOKC Green Team  
**To:** [dandrealove8@gmail.com](mailto:dandrealove8@gmail.com) <[dandrealove8@gmail.com](mailto:dandrealove8@gmail.com)>

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**From:** Stephanie Pierce <[Stephanie@downtownokc.com](mailto:Stephanie@downtownokc.com)>  
**Sent:** Thursday, December 12, 2024 12:18 PM  
**To:** [brownwinard@gmail.com](mailto:brownwinard@gmail.com) <[brownwinard@gmail.com](mailto:brownwinard@gmail.com)>  
**Cc:** Phi Nguyen <[phi@downtownokc.com](mailto:phi@downtownokc.com)>; Tyler Boyd ([tboyd@blockbyblock.com](mailto:tboyd@blockbyblock.com)) <[tboyd@blockbyblock.com](mailto:tboyd@blockbyblock.com)>; Thomas Grant - BBB <[tgrant@blockbyblock.com](mailto:tgrant@blockbyblock.com)>; Jennifer Nakayama <[jennifer@downtownokc.com](mailto:jennifer@downtownokc.com)>  
**Subject:** Clean Services for 2025 MLK Parade-DOKC Green Team

Winard,

We are pleased to confirm that Downtown OKC and the Green Team will provide cleaning services for the 2025 MLK Parade.

This includes:

- **Pre-event cleaning** to prepare the parade route and surrounding areas.
- **Post-event cleaning** to restore the area to its original condition.
- **On-event support** as needed to manage cleanliness during the event.

The parade is scheduled for January 20th, 2025, and we are ready to assist in ensuring the event runs smoothly and the area remains welcoming for all participants and attendees.

We look forward to supporting this important event and working out the details within the next few weeks.

Sincerely,

| **Stephanie Pierce**



Operations Manager

Downtown Oklahoma City Partnership

**D: 405.546.1048 O: 405.235.3500**

[stephanie@downtownokc.com](mailto:stephanie@downtownokc.com)

[downtownokc.com](http://downtownokc.com)

Dear Resident,

November 06, 2024

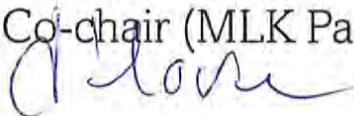
Hello, my name is D'Andrea Love, the co-chair for the Martin Luther King (MLK) parade. The parade will be in your area on Monday, January 20, 2025. The parade has been held for over 40 years and has been held several times in this area. The Chair William Jones and I walked this area to speak and notify occupants of the parade. However, some were not available and there was no answer. This letter is to inform the occupants that we did not have the pleasure of speaking with them about the parade. In the past we have had only overwhelming support from the area, and we appreciate it! If you would please check off on this letter by sending a response to either email below [dandrealove8@gmail.com](mailto:dandrealove8@gmail.com) [blkwolf33@yahoo.com](mailto:blkwolf33@yahoo.com) or by sending response to POBox 53084 Oklahoma City, OK 73152.

Warm Regards,



William Jones Chair  
Chair (MLK Parade)

D'Andrea Love  
Co-chair (MLK Parade)





The City of  
**OKLAHOMA CITY**

## SPECIAL EVENTS

Written Notice Affidavit to properties abutting event.  
The written notice affidavit confirms that you have provided written notice (via postcard, letter) to property owners along running route/course.

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**AFFIDAVIT OF WRITTEN NOTICE TO PROPERTIES ABUTTING EVENT**

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### AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, William Jones  
Name

as event coordinator of MLK Parade  
Event Name

hereby certify that property owners abutting the named event have been notified in writing that the right-of-way will be closed (date(s)) 1-20-28

[Signature]  
Signature

12-17-24  
Date



Subscribed and sworn before me this 17<sup>th</sup> day of December, 24

Joseph Douglas  
Notary Public

My commission expires 09/19/26



The City of  
**OKLAHOMA CITY**

## SPECIAL EVENTS

Consent Affidavit confirms that you have received street closure approvals from property owners for the street closure. Signed petition form, emails or letters are accepted forms of consent.

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**AFFIDAVIT OF CONSENT FROM, AND NOTICE TO, PROPERTIES ABUTTING EVENT**

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### AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, William Jones

Name

as event coordinator of the MHK Parade

Event Name

hereby certify that all required property owners abutting the street closure for the named event **have been notified in writing and have provided consent** that the right-of-way be closed 1-20-25

date(s)

[Signature]  
Signature

12-17-24  
Date



Subscribed and sworn before me this 17<sup>th</sup> day of December, 24.

Joseph Douglas  
Notary Public

My commission expires 09/19/26



Approvals for street closures can be received either by signing this petition or via letters or e-mails.

**STREET CLOSURE PETITION**

**EXAMPLE:**

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
x		<i>John Smith</i>	1234 Street Name, OKC
x		Mary Joseph	letter attached 3456 Street Name, OKC
x		Jane Doe	e-mail attached - 91011 Street Name, OKC
x		<i>Peter Paul</i>	Pizza Palace - 5678 Street Name, OKC

Contact Name \_\_\_\_\_  
 Contact E-mail \_\_\_\_\_ Phone \_\_\_\_\_  
 Street(s) will be closed on DATE:(mm.dd.yy) \_\_\_\_\_ TIME \_\_\_\_\_ : \_\_\_\_\_  
 Street(s) will re-open on DATE:(mm.dd.yy) \_\_\_\_\_ TIME \_\_\_\_\_ : \_\_\_\_\_  
 Street closure is from what street to what street? \_\_\_\_\_

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at (405) 297-2890

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
X		<i>[Signature]</i>	721 N Dewey
X		<i>[Signature]</i>	KEN BOYER 620 N STREET
X		-sent letter-	627 NW 5th Street St.
X		-sent letter-	619 N W 5th St
X		-sent letter-	617 N W 5th St.
X		<i>[Signature]</i>	600 N Dewey
			616 NW 6th St



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**STREET CLOSURE PETITION**

**EXAMPLE:**

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
X		<i>John Smith</i>	1234 Street Name, OKC
X		Mary Joseph	letter attached 3456 Street Name, OKC
x		Jane Doe	e-mail attached - 91011 Street Name, OKC
x		<i>Peter Paul</i>	Pizza Palace - 5678 Street Name, OKC

Contact Name William Jones / D'Andrea Love  
 Contact E-mail blkwolf33@yahoo.com/dandreaLove8@att.net Phone 405-306-8440 / 405 812 5098  
 Street(s) will be closed on DATE:(mm.dd.yy) Monday 1/20/2025 TIME \_\_\_\_\_:  
 Street(s) will re-open on DATE:(mm.dd.yy) Monday 1/20/2025 TIME \_\_\_\_\_:  
 Street closure is from what street to what street? \_\_\_\_\_

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at (405) 297-2890

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
X		<i>[Signature]</i>	781 N Dewey
X		<i>[Signature]</i>	KEN BOYER 620 N Spangler
X		Sent Letter	627 NW 5th Street St.
X		Sent Letter	619 NW 5th St
X		Sent Letter	617 NW 5th St.
X		<i>[Signature]</i>	400 N Dewey
X		Sent Letter	616 NW 6th St
X		<i>[Signature]</i>	500 NW 6th Street OKC, OK



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**STREET CLOSURE PETITION**

**EXAMPLE:**

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
x		<i>John Smith</i>	1234 Street Name, OKC
x		Mary Joseph	letter attached 3456 Street Name, OKC
x		Jane Doe	e-mail attached - 91011 Street Name, OKC
x		<i>Peter Paal</i>	Pizza Palace - 5678 Street Name, OKC

Contact Name \_\_\_\_\_

Contact E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Street(s) will be closed on DATE:(mm.dd.yy) \_\_\_\_\_ TIME \_\_\_\_\_:

Street(s) will re-open on DATE:(mm.dd.yy) \_\_\_\_\_ TIME \_\_\_\_\_:

Street closure is from what street to what street? \_\_\_\_\_

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at (405) 297-2890

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
X		<i>[Signature]</i>	711 N Dewey
X		<i>[Signature]</i>	KEN BOYER 620 N Stewart
X		<i>[Signature]</i>	Bob Moore Auto Group



Approvals for street closures can be received either by signing this petition or via letters or e-mails.

**STREET CLOSURE PETITION**

**EXAMPLE:**

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
x		<i>John Smith</i>	1234 Street Name, OKC
x		Mary Joseph	letter attached 3456 Street Name, OKC
x		Jane Doe	e-mail attached - 91011 Street Name, OKC
x		<i>Peter Paal</i>	Pizza Palace - 5678 Street Name, OKC

Contact Name \_\_\_\_\_

Contact E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Street(s) will be closed on DATE:(mm.dd.yy) \_\_\_\_\_ TIME \_\_\_\_\_:

Street(s) will re-open on DATE:(mm.dd.yy) \_\_\_\_\_ TIME \_\_\_\_\_:

Street closure is from what street to what street? \_\_\_\_\_

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at (405) 297-2890

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
<input checked="" type="checkbox"/>		<i>[Signature]</i>	Crew 427 NW 6th St
<input checked="" type="checkbox"/>		<i>Judy Daniel</i>	715 N Walker OKC
<input checked="" type="checkbox"/>		<i>[Signature]</i>	605/609 NW 6th
<input checked="" type="checkbox"/>		Sent letter	615 / 613 Portland NW OKC
<input checked="" type="checkbox"/>		Sent letter	<del>621 NW 6th</del> <del>621 NW 6th</del>
<input checked="" type="checkbox"/>		Sent letter	625 NW 6th
<input checked="" type="checkbox"/>		Sent letter	631 NW 6th
<input checked="" type="checkbox"/>		Sent letter	710 Lee
<input checked="" type="checkbox"/>		Sent letter	708 Lee
<input checked="" type="checkbox"/>		<i>[Signature]</i>	700 NW 7th St.
		Sent letter	616 N 5th
		Sent letter	601 N 5th



