

City of Deadwood Special Event Permit Application and Facility Use Agreement for

Instructions:

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

EVENT INFORMATION

<input type="checkbox"/> Run	<input type="checkbox"/> Walk	<input type="checkbox"/> Bike Tour	<input type="checkbox"/> Bike Race	<input checked="" type="checkbox"/> Parade	<input type="checkbox"/> Concert
<input type="checkbox"/> Street Fair	<input type="checkbox"/> Triathlon	<input type="checkbox"/> Other			

Event Title: LDHS Homecoming Parade

Event Date(s): 9-20-24 Total Anticipated Attendance: 1,000
(month, day, year)

(# of Participants 200 # of Spectators 800)

Actual Event Hours: (from: 2:00 AM / PM) (to: 3:00 AM / PM)

Location / Staging Area: Ferguson Field 1:00

Set up/assembly/construction 1:00pm Start time: 2:00 AM / PM

Please describe the scope of your setup / assembly work (specific details):
Flats will assemble around Football Field

Dismantle Date: 9-20-24 Completion time: 2:15 AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: 9-20-24 Lower mainst from Fergusonfield to main st 2:00-2:15pm
9-20-24 Mainst to Upper mainst 2-3pm, all side streets to upper main, Lee, Divnst, Pine St, Wall St.

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) - will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles (which would require an entire street closure From Wall Street to Shine Street and security must be provided at Shine Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security maybe required at the discretion of the Event Committee.

NA

OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: _____	Times: _____	Zone: _____
Date: _____	Times: _____	Zone: _____
Date: _____	Times: _____	Zone: _____
Date: _____	Times: _____	Zone: _____
Date: _____	Times: _____	Zone: _____

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

N/A

➤ Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas.

➤ Food Concession and / or Food Preparation Area(s).

Please describe how food will be served at the event: _____

If you intend to cook food in the event area, please specify the method to be used:

GAS ELECTRIC CHARCOAL OTHER(SPECIFY): _____

➤ First Aid Facilities and Ambulance locations.

➤ Tables and Chairs.

➤ Fencing, Barriers and / or Barricades.

➤ Generator Locations and / or Source of Electricity.

➤ Canopies or Tent Locations.

➤ Booths, Exhibits, Displays or Enclosures.

➤ Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.

➤ Vehicles and / or Trailers.

➤ Trash Containers and Dumpsters.

(NOTE): You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.

Number of trash cans: _____ Trash Containers w / lids: _____

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: _____

Other Related Event Components not covered above. _____

NA

SAFETY / SECURITY / ACCESSIBILITY

Please describe your procedures for both **Crowd Control** and **Internal Security**: _____

Please describe your Accessibility Plan for access at your event by individuals with disabilities: _____

REQUIRED: It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.

NO YES

Have you hired any Professional Security organization to handle security arrangements for this event? If **YES**, please list:

Security Organization: _____

Security Organization Address: _____

(city)

(state)

(zip code)

Security Director (Name): _____ Business phone: _____

NO YES

Is this a night event? If **YES**, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: _____

Please indicate what arrangements you have made for providing **First Aid Staffing and Equipment**?

Number _____ Ambulance(s) – How provided? _____

Number _____ Emergency Medical Technicians – How provided? _____

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD's property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT's property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD's property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: _____

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT's use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: _____

Adopted June 1, 2023

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: LD School District

Chief Officer of Organization (NAME): Gary Linn

Applicant (NAME): Gary Linn Business Phone: (605) 717-3899

Address: 320 S main Lead SD 57754
(city) (state) (zip code)

Daytime phone: (605) 580-1541 Evening Phone: () Fax #: ()

Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

NA Name: _____

Address: _____
(city) (state) (zip code)

Contact person "on site" day of event or facility use _____ Pager/Cell #: _____

(Note: This person must be in attendance for the duration of the event and immediately available to city officials)

REQUIRED: Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

FEES / PROCEEDS / REPORTING

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If YES, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If YES, please explain the purpose and provide amount(s): _____

OVERALL EVENT DESCRIPTION:

ROUTE MAP/ SITE DIAGRAM/ SANITATION

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

LDHS Homecoming Parade 2024
Sept. 20th 2024
Parade line-up 1:00 pm Ferguson Field
Parade Time 2:00 pm
Route:
Ferguson Field down lower main
to + thru Upper Main going out by
Broken Boot mine
Bands: will join in from the Visitor's Center
Same route as in the past

OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)

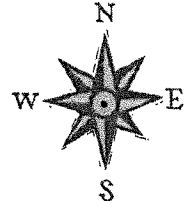
NA
NO

- YES
- Does the event involve the sale or use of alcoholic beverages? If **YES**, please provide your liquor liability insurance information to the last page of this application.
 - Will Items or services be sold at the event? If **YES**, please describe: _____

 - Does this event involve a moving route of any kind along streets, sidewalks, or highways? If **YES**, attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route.
 - Does this event involve a fixed venue site? If **YES**, attach a detailed site map showing all street impacted by the event.

WELCOME TO HISTORIC DEADWOOD

- ### POINTS OF INTEREST
1. Tetonka: Story of the Bison
 2. Deadwood Laundry
 3. Gold Street Pedestrian Mall (May 15 - October 15)
 4. Leaman's Period Walking Tour
 5. Days of '76 Western Museum
 6. Events Complex
 7. Whitewood Creek Trail
 8. Deadwood Historic Trails
 9. Deadwood Heritage Center / Chamber of Commerce / Trolley Stop
 10. Deadwood Escape Rooms
 11. Wild Bill Hickok Memorial Statue
 12. Woody's Wild West Old Time Photos / Major Deps
 13. Historic Bullock Bluff Tour
 14. Re-enactment of Wild Bill's poker game (October 4-10)
 15. Deadwood Casino Cycles
 16. Mt. Moriah Cemetery
 17. Last of Wild Bill Historic Courtyard
 18. Root Hill Tour
 19. Deadwood's Adams Museum
 20. History and Information Center
 21. Mind Blast Studios
 22. Black Hills Central Reservations - Post Office
 23. Lawrence County Courthouse / Sheriff's Dept.
 24. Deadwood City Street
 25. Recreation Center and City Park / Dog Park / Playground
 26. Adams House
 27. Deadwood Mt. Guy
 28. Chubby Chipmunk Horse-Dipped Chocolate
 29. Bearcat & Wonderland Caves (July 30-31)
 30. Homestake Trail (Access via Mt. Moriah Trail, follow signs)
 31. Plaza Visitor Center
 32. Chip Shot Golf
 33. Historic History Walking Ghost Tour
 34. George D. Metcalfe Trailhead
 35. C.B. & G. Engine House
 36. Homestake Adams Newspaper & Cultural Center
 37. Jarry Green's Engineering
 38. Deadwood City Hall / Police Dept.
 39. Deadwood Mountain Grand Events Center
 40. Broken Boot Gold Mine Tour
 41. Trail of Jack McCall
 42. Deadwood Public Library
 43. O'Leary Square
 44. Jacobs O'Leary
 45. Original Deadwood Trail
 46. Big Berks in the Bridge
 47. Dalton #10
 48. Albat Inn
 49. Deadwood Taverns / The Historic Farmest Mead Ghost Tours (Original Wild Bill Shooting Site)
 50. Deadwood's Wild Bill's Bar and Trading Post (Original Wild Bill Shooting Site)
 51. Northern Hills Railway Society
 52. Deadwood Stage Coach / Lumber Horse Stage Stop
 53. The District Deadwood
 54. Dairy Chaiseau Art
 55. Friendship Town/Mount Roosevelt



Entertaining Guests Since 1876.

Deadwood Chamber of Commerce & Visitors Bureau
 501 Main Street
 Deadwood, South Dakota 57732
 1800-999-1876
 1605-578-1876
 www.deadwood.com
 Email: visit@deadwood.org

To Interstate 90
 via Hwy 85 or Hwy 14a

start
 Line-up

Wild Bill Hickok
 & Calamity Jane
 Grave sites

- ### LODGING
1. The Lodge at Deadwood
 2. Deadwood Station
 3. Flanagan Inn & Suites Deadwood
 4. First Gold Hotel & Casino
 5. Homestake Suites by Homestake
 6. Garden Inn's Economy Rooms/Double Tree by Hilton
 7. Valley View
 8. Homestake at The Lodge
 9. First Priority Inns
 10. Alford Palace
 11. Danbury
 12. First Inn-Bed & Breakfast
 13. Holiday Inn Express
 14. The Hotel at Gold Street
 15. The Ranch House
 16. The House Inn
 17. The Historic Mount Hotel
 18. Wild Bill Inn (Lodge - Motel)
 19. Cedar Road Inn
 20. Deadwood Grand Inn & Suites
 21. Black Hills Inn & Suites
 22. Mount Jolly B&B (Orchard Inn)
 23. Gold Cabins
 24. Deadwood Gold Mining Museum
 25. Deadwood Super 8
 26. Deadwood Mountain Inn
 27. The Dakota Inn
 28. Gold Country Inn
 29. Dragon Lodge
 30. Historic Franklin Hotel
 31. Mount Jolly Hotel & Dining
 32. Deadwood Albatross Hotel

To Central City and Lead, 2 mile/4 miles via Hwy 14a

- ### CAMPGROUNDS
- NORTH**
- AA Elkhorn Ridge RV Park & Campground
 - BB Days of '76 Museum & Campground
 - CC Rush-No-More
- SOUTH**
- DD Whistler's Gulch Campground
 - EE Fish N Fry Campground
 - FF Steel Wheel Campground
 - GG Custer Crossing Campground
 - HH Mystic Hills Campground
 - IJ Creekside Campground
 - JJ Nemo Guest Ranch
- WEST**
- KK KOA Deadwood Campground
 - LL Whitetail Creek Resort
 - MM Wickipuk Village

- ### CHURCHES
- 11 St. John's Episcopal Church
 - 21 St. Ambrose Catholic Church
 - 31 Grace Lutheran Church
 - 41 1st Baptist Church of the Northern Hills

Deadwood trolleys stop at hotels and other key locations in Deadwood City limits. Schedule and routes are printed in a brochure that can be found at visitor information locations and at lodging facilities on the route. For more information and to see the trolley's location in real time, visit: www.TrackMyTrolley.com.

Pet Services
 Marti's Deadwood Doghouse - The Paw Spa

Spas
 Alcatraz Spa (on 14a) - Stress Relief - Deadwood Day Spa

Deadwood Shootout
 2 pm - Outlaw Square / Franklin Hotel
 4 pm - Rodeo / Holiday Inn Express
 6 pm - Wild Bill Bar / Celebrity Hotel
 Deadwood Shootouts are seasonal & may change during special events. Visit DeadwoodAlive.com for info.

Ghost Tours
 Historic Fairmont Hotel - Ghost Tours & Paranormal
 Bullock Hotel - Haunted History Walking Tour
 Broken Boot Gold Mine (candlelight) Ghost Tour

Wineries/Distilleries/Brews
 Belle Joli Winery - His & Hers - Deadwood Distillery
 Naked Winery-Sick & Twisted - Jacobs Brewhouse & Grocery

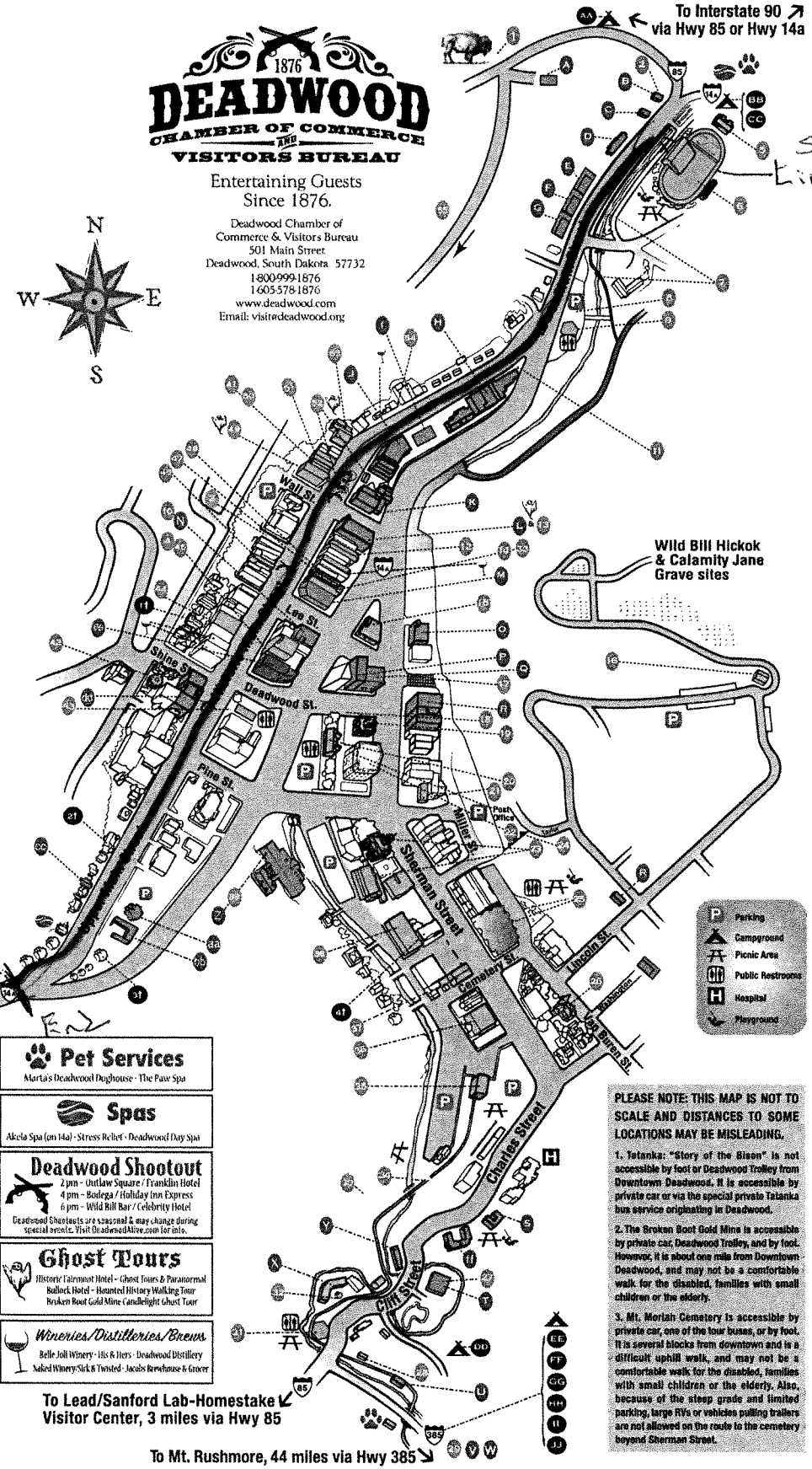
To Lead/Sanford Lab-Homestake Visitor Center, 3 miles via Hwy 85

To Mt. Rushmore, 44 miles via Hwy 385

PLEASE NOTE: THIS MAP IS NOT TO SCALE AND DISTANCES TO SOME LOCATIONS MAY BE MISLEADING.

1. Tetonka: "Story of the Bison" is not accessible by foot or Deadwood Trolley from Downtown Deadwood. It is accessible by private car or via the special private Tetonka bus service originating in Deadwood.
2. The Broken Boot Gold Mine is accessible by private car, Deadwood Trolley, and by foot. However, it is about one mile from Downtown Deadwood, and may not be a comfortable walk for the disabled, families with small children or the elderly.
3. Mt. Moriah Cemetery is accessible by private car, one of the tour buses, or by foot. It is several blocks from downtown and is a difficult uphill walk, and may not be a comfortable walk for the disabled, families with small children or the elderly. Also, because of the steep grade and limited parking, large RVs or vehicles pulling trailers are not allowed on the route to the cemetery beyond Sherman Street.

- P Parking
- C Campground
- PA Picnic Area
- PR Public Restrooms
- H Hospital
- PG Playground





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NA

PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT

Please describe your plans to notify all residents, businesses and churches impacted by the event: _____

NA

ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES

NO YES

Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: _____ Number of Bands: _____

Type of Music: _____

Will **sound amplification** be used?
If **YES**, please indicate: Start Time: _____ AM / PM – Finish Time: _____ AM / PM

Will **sound check** be conducted prior to the event?
If **YES**, please indicate: Start Time: _____ AM / PM – Finish Time: _____ AM / PM

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

Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall's office) to this application.

Are any signs, banners decorations or special lighting be used? If **YES**, please describe: _____

NA

PROMOTION / ADVERTISING / MARKETING / INTERNET INFORMATION

NO YES

Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:

NO YES

Will there be any live media coverage during your event? If **YES**, please explain:

Refer all event public inquiries and / or media inquiries for this event to:

NAME: _____ PHONE: _____

INSURANCE REQUIREMENTS/LIQUOR LIABILITY

REQUIRED: Insurance for your event will be required before final permit approval.

Name of Insurance Company: EMC Hub
Agent's Name: Chris Roberts
Business Phone: (605) 578-3456 Policy Number: 6A21857 Policy Type: Property/Liability
Address: 132 E. Illinois St Spearfish SD 5783
(city) (state) (zip code)

For final permit approval, you will need commercial general liability insurance that names "the City of Deadwood, its officers, employees and agents" as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084.

The City must be named as an "additional insured." Please obtain the required insurance and mail an original insurance certificate to: City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.

AFFIDAVIT OF APPLICANT

Advance Cancellation Notice Required: If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched.

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Gary Linn Title: LDHS Student Council
Mary Linn Date: 4-30-24 adviser
(Signature of Applicant/Sponsoring Organization)