



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

Type of Event:

- Run Walk Bike Tour Bike Race Parade Concert
 Street Fair Triathlon Other

Event Title: New Year's Eve Ball Drop

Event Date(s): 12/31/2022 Total Anticipated Attendance: _____
(month, day, year)

(# of Participants 10 # of Spectators 2000)

Actual Event Hours: (from): 11:50PM AM / PM (to): 12:10AM AM / PM

Location / Staging Area: Main Street from Pine Street to Lee Street

Set up/assembly/construction Date: 12/29/2022 Start Time: 8:00AM AM / PM

Please describe the scope of your setup / assembly work (specific details):
All set up will occur on the Franklin Hotel Veranda.

Dismantle Date: 1/1/2023 Completion time: 5:00pm 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:

Main Street in front of the Silverado/Franklin Hotel

- 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.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

Commercial (for profit) Noncommercial (nonprofit)

Sponsoring Organization: Silverado/Franklin Hotel

Chief Officer of Organization (NAME): Tom Rensch

Applicant (NAME): John Rystom Business Phone: (605) 578-3670 Ext 613

Address: 709 Main Street Deadwood SD 57732
(city) (state) (zip code)

Daytime phone: (605) 578-3670 Evening Phone: (____) _____ Fax #: (605) 578-1366

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.

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 |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> 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). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> 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:

A lighted ball dropped from the Franklin Hotel roof to the veranda at midnight. A lighted ball and electronic display will be used.

A crowd will gather in front of the Franklin on Main Street, causing street to be closed to traffic.