

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

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**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: Deadwood 3 Wheeler Rally Show n Shine & Night Light Parade

Event Date(s): July 13/July 14, 2022  
(month, day, year)

Total Anticipated Attendance: 1500-2000

(# of Participants 100+ # of Spectators 1500+)

Actual Event Hours: (from): ShownShine 11:15am- 2 p AM / PM (to): Parade 8:30 pm to 9 pm AM / PM

Location / Staging Area: Deadwood Event Complex

Set up/assembly/construction Date: S&S- July 13 @11:15 Start Time: 11:30 AM AM / PM

Please describe the scope of your setup / assembly work (specific details):

S & S setup up barricades, get trikes arranged by group downtown. Parade has no set-up

Dismantle Date: S & S July 13 Completion time: 2 pm 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:

Show & Shine - Wall to Shine St. / The night parade will run the length of historic main

- 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.

## APPLICANT AND SPONSORING ORGANIZATION INFORMATION

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: First Gold, Inc

Chief Officer of Organization (NAME): Mike Gustafson

Applicant (NAME): Teresa Schazenbach Business Phone: (605) 717-7174

Address: 270 Main Deadwood SD 57732  
(city) (state) (zip code)

Daytime phone: (605) 717-717474 Evening Phone: (605) 210-0433 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.

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 <b>YES</b> , 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 <b>YES</b> , 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:

These events are part of the 8th Annual Deadwood 3 Wheeler Rally that is being held at the Deadwood Event Complex July 10-15, 2022

The trike show n shine is designed to allow trike owners to compete for a ranking and prizes in various predetermined categories. The event will last 2 hours.

The night light parade will be held on Thursday July 14th. Trikes will line up in the Deadwood Event Complex and be escorted by local police department beginning at 8:30 pm. The parade should not take more than 20-30 minutes. SD DOT permits will be obtained.

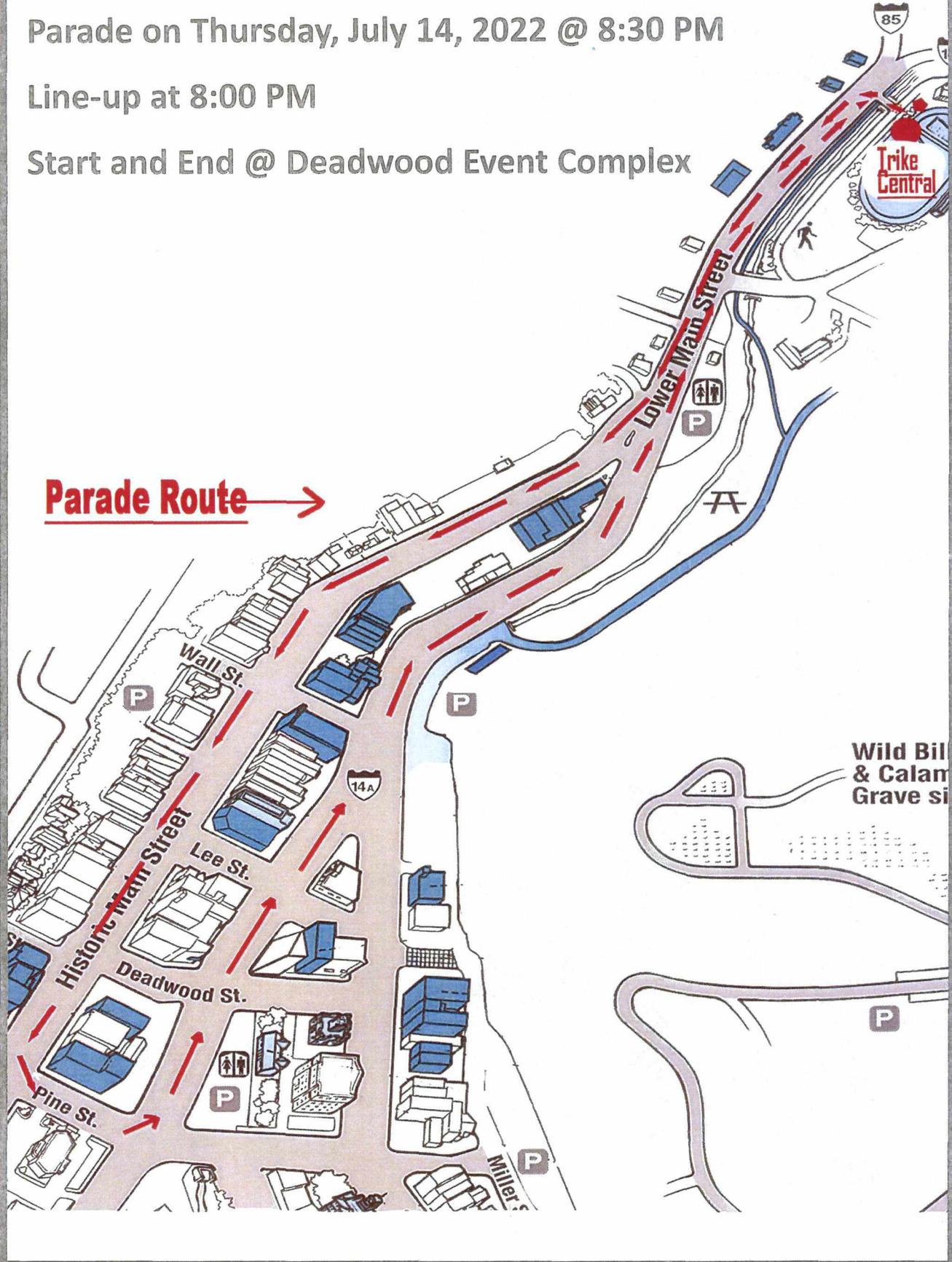
Please see the attached maps for both events.

# D3WR "Night Light Parade" Route Map

Parade on Thursday, July 14, 2022 @ 8:30 PM

Line-up at 8:00 PM

Start and End @ Deadwood Event Complex



**Parade Route** →

### SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION APPLICATION FOR PERMIT TO OCCUPY RIGHT OF WAY

Highway No.  County  Approximately  Miles  N  S  E  W

From (City or well defined point)  Section  Township  Range

Description of occupancy:

Purpose of occupancy:

Duration of occupancy: PERMANENT  TEMPORARY  If temporary, give the estimated date of removal or completion:  
8:30 PM to 8:50 PM

I, the undersigned, request permission to occupy public right-of-way at the above location and as shown on the attached layout sheet. In consideration for this permission, I agree to abide by all conditions as herein stated.

1. To furnish all materials, labor, incidentals and pay all costs involved with this occupancy including restoration of any damage to the roadway and right-of-way to equal or better conditions than existed prior to the occupancy covered by this permit.
2. To provide protection to highway traffic during occupancy by the use of proper signs, barricades, flagpersons and lights as prescribed in the "Manual of Uniform Traffic Control Devices."
3. To indemnify and hold the State of South Dakota, its Department of Transportation, its officers, agents and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings of any kind or nature brought because of any injuries or damage received or sustained by any person or property on account of the use or occupancy of right-of-way designated in this application.

APPLICANT NAME (please print) Teresa Schanzenbach

SIGNATURE Teresa Schanzenbach DATE 10/19/22

ADDRESS

TELEPHONE

REPRESENTING   
(Name of Individual, Company, Organization, etc.)

\*\*\*To be completed by Department of Transportation\*\*\*

Project (Const.) \_\_\_\_\_ Station \_\_\_\_\_ Milepost \_\_\_\_\_

Project (Maint.) \_\_\_\_\_ Maintenance Unit \_\_\_\_\_

1. Prior to commencing occupancy and at completion of occupancy the applicant shall notify \_\_\_\_\_  
at \_\_\_\_\_ Telephone \_\_\_\_\_

2. Special Conditions \_\_\_\_\_

3. Failure to accomplish the occupancy in accordance with the provisions of this permit will automatically render this permit null and void and where applicable, constitute grounds for its removal and/or full restoration of the occupancy site all at the applicant's expense.

This permit to occupy the right-of-way is granted to all conditions as herein stated on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

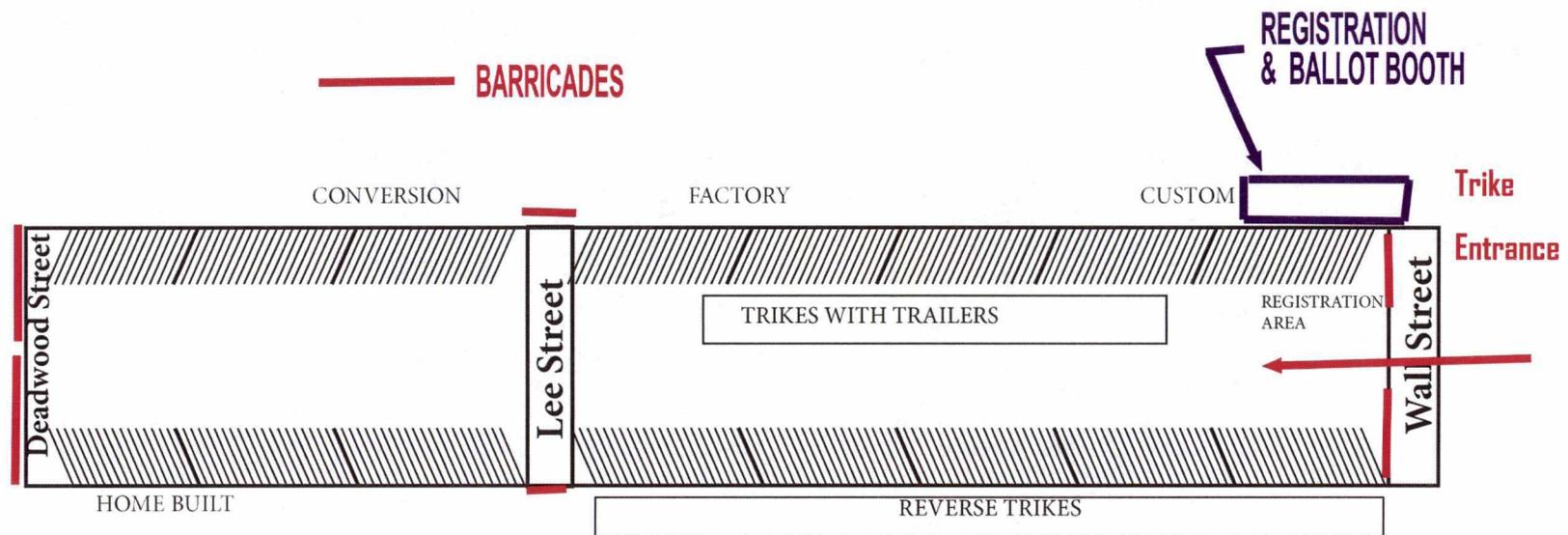
\_\_\_\_\_  
Region Engineer Chief Bridge Engineer (Bridge Installations only)

# 8TH ANNUAL DEADWOOD 3 WHEELER RALLY

Wednesday July 13, 2022

11:30 AM to 1:30 PM

Lineup at 11:00 AM



- Final Layout will be determined by the number of entries for each category
- Helpers will line up participants by category at the Deadwood Event Complex & parade to show
- Side Streets will be blocked off as needed and done so in accordance to City permission.
- Trikes will access downtown Main Street from “Wall Street”
- Committee will work with proper Deadwood City Departments should changes need to be made

**SAMPLE LETTER TO BUSINESS OWNERS:**

**SENDING MAY 17, 2022**

Dear Business Owner:

I wanted to give you a heads-up that the 8<sup>th</sup> Annual Deadwood 3 Wheeler Rally will be taking place July 10-15, 2022. The scheduled Trike Show N Shine could potentially impact your business which is why I am sending you this letter. Trikes will be parked on Main Street on Wednesday, July 13<sup>th</sup> from 11:30 AM to 1:30 PM with trikes beginning to park around 11:15 AM. This is the same time schedule that has been in place for the past 7 years. Please feel free to contact me should you have any questions or concerns.

Thank you,

Teresa Schanzenbach  
D3WR Event Coordinator  
605-717-7174

**BUSINESSES TO CONTACT:**

Boot Hill Tours, Inc.  
PO Box 200  
Deadwood, SD 57732

Original Deadwood Tour  
Po Box 472  
Deadwood, SD 57732

Alkali Ike Tours  
PO Box 202  
Belle Fourche, SD

The Lucky Horse  
562 Williams St.  
Deadwood, SD 57732