



# **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: LD HS Homecoming

Event Date(s): 9-23-22 (month, day, year)      Total Anticipated Attendance: 600

(# of Participants 100 # of Spectators 500)

Actual Event Hours: (from): 2:00 AM /  PM (to): 2:45 AM /  PM

Location / Staging Area: Visitor Center parking lot

Set up/assembly/construction Date: Sept. 23rd Start Time: 1:30 AM /  PM

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

like in the past, if I could get 4 rows blocked off by Visitor Center for parade lineup.

Dismantle Date: 9-23-22 Completion time: 1:30 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:

9-23-22 parade go up main st. up to Broken Rest Gold mine  
lineup - 1:30 pm Bus for band students parked by upper main parking lot.  
parade - 2:00 pm police escorted  
ends - 2:30

- > 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: Lead- Deadwood School District

Chief Officer of Organization (NAME): Dr. Erik Person

Applicant (NAME): Gary Linn Business Phone: (605) 717-3890

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

Daytime phone: (605) 917-3890 Evening Phone: ( ) Fax #: (605) 717-2813

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 Gary Linn Pager/Cell #: 605-540-1541  
**(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 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:

