

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

Outlaw Square July 2 Concert

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: Outlaw Square July 2 Concert				
Event Date(s): <u>July 2, 2023</u> (month, day, year) <u>Total</u> Anticipated Attendance: Unknown				
(# of <u>Participants</u> 20 # of <u>Spectators</u>				
Actual Event Hours: (from): 7 pm AM / PM (to): 9:30 pm AM / PM Outlaw Square				
Location / Staging Area:				
Set up/assembly/construction Date:Start Time:AM / Pl				
Please describe the scope of your setup / assembly work (specific details): Loading and unloading of production and band equipment				
Dismantle Date: Completion time: AM / PI				
List any street(s) requiring closure as a result of this event. Include <u>street name(s)</u> , <u>day</u> , <u>date</u> and <u>time</u> of closing and time of re-opening: Deadwood Street from Main to Pioneer Way - July 2, 2023 - Closing at 8 am				
 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) Outlaw Square Noncommercial (nonprofit)				
Sponsoring Organization: Wade Morris aka Bobby Rock				
Chief Officer of Organization (NAME):				
Applicant (NAME): Wade Morris aka Bobby Rock Business Phone: (605) 717-6848				
Address: 703 Main St Deadwood SD 57732				
(city) (state) (zip code) Daytime phone: (605) 717-6848 Evening Phone: (605) 641-9162 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:					
Address	 	(city)	(state)	(zip code)	
	Bobby Rock		605-6	641-9162	

Contact person "on site" day of event or facility use ______Pager/Cell #: ______Pager/Cell #: ______ (Note: This person must be in attendance for the duration of the event and immediately available to city officials)

<u>REQUIRED</u>: 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				
	YES VES 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).			
r	Are admission, entry, vendor or participant fees required? If YES , please explain the purpose			

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:

This event is a concert as part of the Independance Celebration weeknd to be held on Sunday, July 2 at Outlaw Square.

Concert will be a free event with the show beginning at 7:30 pm until 9 pm

Requesting Deadwood Street closure on July 2, 2023 - 8 am until 11:30 pm

Requesting opening container zones 1 & 2 from 3 pm until 10 pm

and provide amount(s).:

OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)

NO I		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: Band merchandise		
NO I		YES	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 streets impacted by the event.		
			e route map required above, please attach a diagram showing the overall lay-out and set-up following items:		
	۶	Alcohol	ic 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: Sergeant Poppers Kettle corn - shaved Ice 			
			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.				
	۶	Booths, Exhibits, Displays or Enclosures.			
	۶	Scaffold	ing, Bleachers, Platforms, Stages, Grandstands or Related Structures.		
	۶	Vehicles	s and / or Trailers.		

> Trash Containers and Dumpsters.

(<u>NOTE</u>): 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: <u>8 on Site</u> Trash Containers w / lids: <u>n/a</u> Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: OUtlaw Square staff will clean up Square grounds, gather trash bags from cnas and stack on corner of Square for city crew pick up

> Other Related Event Components not covered above.

SAFETY / SECURITY / ACCESSIBILITY

Please describe your procedures for both **Crowd Control** and **Internal Security**: Crowd control will be handled by Badlands Security and Outlaw Square staff

Please describe your Accessibility Plan for access at your event by individuals with disabilities: Outlaw Square is ADA compatible

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

NO YES				
	Have you hired any Profes event? If YES , please list:	sional Security organization to	handle security arrangemen	ts for this
Security Organi	zation: Badlands Security			
11089 Snoma Road Security Organization Address:				
Belle Fourche		SD		
(city)	(state)	(zip code)	
Security Director	(Name):	Business phone:		
	Is this a night event? If Y I	ES. please state how the event	and surrounding area will be	lluminated

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:

Outlaw Square and production company lighting will be used

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: WM

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: WM

PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT

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

Businesses will be informed through public hearing notices

Attendess will use Deadwood parking lots

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	0	
Type of N	/lusic:	Classic Rock
		Will sound amplification be used? If <u>YES</u> , please indicate: Start Time: <u>7:30 pm</u> AM / PM – Finish Time: <u>9 pm</u> AM / PM
		Will sound checks be conducted prior to the event? If <u>YES</u> , please indicate: Start Time: <u>3 pm</u> AM / PM – Finish Time: <u>4 pm</u> AM / PM
		Please describe the sound equipment that will be used for your event: Powerhouse sound will provide our sound production for the 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.
		Will any signs, banners, decorations or special lighting be used? If YES , please describe:

PROMOTION / ADVERTISING / MARKETING / INTERNET INFORMATION

NO	YES			
		Will this event be promoted, advertised or marketed in any manner? If YES , please describe: Event will be marketing through radio commericals, social media, website, flyers and posters		
		Will there be any live media coverage during your event? If YES , please explain:		
		Applicant acknowledges and agrees to allow the City to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the Calendar of Upcoming Events in the City of Deadwood. If you have a home page and want us to link with our Calendar, please provide the Internet address for your homepage: Outlawsquare.com		
Refer all	event pı	ublic inquiries and / or media inquiries for this event to:		
NAME:	Bobby F	Rock PHONE: 605-717-6848		
INSURANCE REQUIREMENTS				
REQUIRE	D: Insu	rance for your event will be required before final permit approval.		
Name of Insurance Company: Hub International Agent's Name:				
Business	Phone:	Policy Number:Policy Type:		
Address				

(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: <u>City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732</u>.

LIQUOR LIABILITY INSURANCE

REQUIRED: This insurance coverage is required if you are planning to sell alcoholic beverages at your event or facilities rental.

Name of Insurance Company:		_Agent's Name:		
Business Phone:	Policy Number:		_ Policy Typ	e:
Address:		(citv)	(state)	(zip code)
Please obtain the required insurance and Office, 102 Sherman Street, Deadwood, SI	•	(= = / /	()	VI <i>i</i>

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): Wade Morris aka Bobby Rock	Director
5/13 Date:	3/2023
(Signature of Applicant / Sponsoring Organization)	(Signature of Professional Event Organizer or Renter of City-owned Facilities)