



**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: What Women Want - Women's Expo

Event Date(s): July 16 & July 17, 2021 Total Anticipated Attendance: 500
(month, day, year)

(# of Participants 50 # of Spectators 450)

Actual Event Hours: (from): 3 pm (7/16) 11 am (7/17) AM / PM (to): 8 pm (7/16) 7 pm (7/17) AM / PM

Location / Staging Area: Outlaw Square

Set up/assembly/construction Date: July 16 Start Time: 12 pm AM / PM

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

Vendor tents set up on Deadwood St and within Outlaw Square

Dismantle Date: July 17 Completion time: 9 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:

Deadwood Street - July 16, 12 pm - reopening on July 17 at 9 pm

- 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: Outlaw Square

Chief Officer of Organization (NAME): Wade Morris aka Bobby Rock

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: Bobby Rock
Address: 703 Main St Deadwood SD 57732
(city) (state) (zip code)

Contact person "on site" day of event or facility use Bobby Rock Pager/Cell #: 605-641-9162

(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 type="checkbox"/> | <input checked="" type="checkbox"/> | Are admission, entry, vendor or participant fees required? If YES , please explain the purpose and provide amount(s):. |

Vendor fees will be charged for space/tent use, including electrical if needed - \$100

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 is a new event at Outlaw Square which will feature vendors/businesses that are Woman Owned and Operated.

The will possibly be stage demonstrations and or performances or speakers scheduled throughout the day.

We are asked for Beer/Wine Open Containter for Zone 3 from 3 pm until 8 pm on July 16 & 11 am until 7 pm on July 17 as we will have wine tastings and servings taking place.

Deadwood street will be used for vendor tents and will be closed

We will have bike gates along Outlaw Square sidewalk(main street side) with event security patrolling to make sure beer/wine stay within the venue.