



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

Harley Davidson Outlaw Square Activation - August 1-11, 2024

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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

<input type="checkbox"/> Run	<input type="checkbox"/> Walk	<input type="checkbox"/> Bike Tour	<input type="checkbox"/> Bike Race	<input type="checkbox"/> Parade	<input checked="" type="checkbox"/> Concert
<input type="checkbox"/> Street Fair	<input type="checkbox"/> Triathlon	<input checked="" type="checkbox"/> Other			

Event Title: Harley Davidson Rally Point at Outlaw Square

Event Date(s): August 1-11, 2024 Total Anticipated Attendance: 300-600 per day  
(month, day, year)

(# of *Participants* \_\_\_\_\_ # of *Spectators* \_\_\_\_\_)

Actual Event Hours: (from: 10 am AM / PM (to): 6 pm AM / PM)

Location / Staging Area: Outlaw Square

Set up/assembly/construction August 1 Start time: 7 am AM / PM

Please describe the scope of your setup / assembly work (specific details): \_\_\_\_\_  
Static Bike Displays, bars, merchandise tent, surrounding security gates, static sign displays, all within the confines of Outlaw Square

Dismantle Date: August 11 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: None

- 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.

## OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: <u>August 3-4, 2024</u>	Times: <u>10 am - 7 pm</u>	Zone: <u>4</u>
Date: <u>August 6,7,8, 2024</u>	Times: <u>10 am - 7 pm</u>	Zone: <u>4</u>
Date: <u>August 10, 2024</u>	Times: <u>10 am - 7 pm</u>	Zone: <u>4</u>
Date: _____	Times: _____	Zone: _____
Date: _____	Times: _____	Zone: _____

## APPLICANT AND SPONSORING ORGANIZATION INFORMATION

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Harley Davidson

Chief Officer of Organization (NAME): David Patterson

Applicant (NAME): Wade Morris/Bobby Ro 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: Randy Brown

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

Contact person "on site" day of event or facility use Randy Brown Pager/Cell #: 605-415-2946

**(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

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).

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:

Harley Davidson will have full use of Outlaw Square August 1-12, 2024, for their annual activation event during the Sturgis Motorcycle Rally.

Plans are to have scheduled events throughout the week, including bike shows and music. Bands will be performing on the Outlaw Square stage Sat. Sun, Tues, Weds.

Thurs and possible Saturday - 3:30 pm until 5:30 pm

Background music will be playing when bands are not

Bars will be set up within the confines of Outlaw Square selling Beer & Wine only, requesting zone 4 open container. Security gate fencing will be placed around Outlaw Square perimeter with Badlands Security controlling entrance and exits.

2 different food trucks may rotate mid week but will be onsite for the event.

Rocksino beer & wine license will be used for the event.

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- |                                     |                                     |   |
|-------------------------------------|-------------------------------------|---|
| NO                                  | YES                                 |   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does the event involve the sale or use of alcoholic beverages? If <b>YES</b> , please provide your liquor liability insurance information to the last page of this application.   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Will Items or services be sold at the event? If <b>YES</b> , please describe: <u>Bike show vendors will be selling merchandise</u>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does this event involve a moving route of any kind along streets, sidewalks, or highways? If <b>YES</b> , attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does this event involve a fixed venue site? If <b>YES</b> , attach a detailed site map showing all street impacted by the event.  |

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

➤ Alcoholic 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: Food Trucks on site  
\_\_\_\_\_  
\_\_\_\_\_

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.

➤ Booths, Exhibits, Displays or Enclosures.

➤ Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.

➤ Vehicles and / or Trailers.

➤ Trash Containers and Dumpsters.

(NOTE): 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: 8      Trash Containers w / lids: n/A

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: Outlaw Square and HD staff will handle daily trash clean up.  
\_\_\_\_\_  
\_\_\_\_\_

Other Related Event Components not covered above. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT

Please describe your plans to notify all residents, businesses and churches impacted by the event: \_\_\_\_\_  
the public and businesses will be notified through public hearing notifications \_\_\_\_\_

## 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 of Stages: 1

Number of Bands: 6 (1 per day)

Type of Music: variety - 3:30 to 5:30

Will **sound amplification** be used?

If **YES**, please indicate: Start Time: 10 am AM / PM – Finish Time: 7 pm AM / PM

Will **sound check** be conducted prior to the event?

If **YES**, please indicate: Start Time: 2 pm AM / PM – Finish Time: 3 pm AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_

Production company providing sound

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.

Are any signs, banners decorations or special lighting be used? If **YES**, please describe: \_\_\_\_\_  
Yes some banner and static displays will be set up

## PROMOTION / ADVERTISING / MARKETING / INTERNET INFORMATION

NO

YES

Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:  
a wide variety of HD methods

NO

YES

Will there be any live media coverage during your event? If **YES**, please explain:  
\_\_\_\_\_  
\_\_\_\_\_

Refer all event public inquiries and / or media inquiries for this event to:

NAME: Randy Brown/Bobby Rock

PHONE: 605-717-6848

Adopted June 1, 2023

