

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

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

### 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**

	□Run	□Walk	$\square$ Bike Tour	☐Bike Race	$\square$ Parade	Concert
	□Street Fair	□Triathlon	■Other			
Event	Title: Harley Da	avidson Rally I	Point at Outla	aw Square		
Event	Date(s): August	1-11, 2024	Total	Anticipated Atten	dance: 300-60	) per day
	(n	nonth, day, year)				
			(# of <u>Participa</u>	ints	# of <u>Spectato</u>	<u>rs</u> )
Actua	l Event Hours: (fro	<sub>om:</sub> 10 am		м/ РМ (to): <u>6 р</u>	m	AM / PM
Locati	on / Staging Area:	Outlaw Squar	·е			
		uction August 1		Start time: 7 a	am	AM / PM
Please	e describe the scor	pe of your setup / a ys, bars, merch	assembly work (s	pecific details):	security gates	s static sign
		the confines o			county gates	, statio sign
				_		
Disma	intle Date: Augu	St 11 	Com	pletion time: 9 pi	M 	AM / PM
	ny street(s) requiri me of re-opening:		ult of this event.	Include street na	me(s), day, date	and <u>time</u> of closing
	Any request in ends of Deadw	volving 25 or less mo	tor vehicles will uti	lize Deadwood Stree	et and will be barric	aded at both
		volving 25-50 motor	vehicles (not includ	ling motorcycles) - w	vill park on the nort	h side of Main
		will not require street				
		volving 50 or more v nd security must be p				
		urity maybe required	at the discretion o	f the Event Committ	ee.	
			OPEN CO	NTAINER		
	https://www	v.cityofdeadwo	od.com/planr	ning/page/spec	ial-event-ope	n-container-
			information	-and-maps		
Date	e: August 3-4,	2024 Times	<sub>:</sub> 10 am - 7 pi	m Zone	: <u>4</u>	
		: 10 am - 7 pi		: <u>4</u>		
Date	e: August 10,	2024 Times	: <u>10 am - 7 p</u> i	m Zone	: <u>4</u>	
Date	e:	Times	:	Zone	:	
Date	e:	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 (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 Motorcyle 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 Does the event involve the sale or use of alcoholic beverages? If YES, please proved your liquor П liability insurance information to the last page of this application. Will Items or services be sold at the event? If YES, please describe: П Bike show vendors will be selling merchandise 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. П Does this event involve a fixed venue site? If YES, 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.								
>	h Containers and Dumpsters. $\underline{\text{TE}}$ : You must properly dispose of waste and garbage throughout the term of your event and nediately upon conclusion of the event, the area must be returned to a clean condition. The property of the containers well in the containers well								
	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.								

# SAFETY / SECURITY / ACCESSIBILITY

Please describe your procedures for both <b>Crowd Control</b> and <b>Internal Security</b> :  Hired private security and Outlaw Square staff will handle internal security
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 Access Requirements applicable to this event.
NO YES  Have you hired any Professional Security organization to handle security arrangements for this event? If YES, please list:  Security Organization: Badlands Security
Security Organization Address: 1109 Snoma Rd Belle Fourche, SD
(city) (state) (zip code)
Security Director (Name): Fritz Carlson  Business phone:
NO YES  Is this a night event? If <b>YES</b> , please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators:
Please indicate what arrangements you have made for providing <b>First Aid Staffing</b> and <b>Equipment</b> ?  Number <u>n/a</u> Ambulance(s) – How provided?  Number <u>n/a</u> 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:

Acknowledge acceptance with initial: <u>wwmm</u>

herein.

## 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 Bands: 6 (1 per day) Number of Stages: 1 Type of Music: variety - 3:30 to 5:30 П 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? П 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 П 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: П 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: П a wide variety of HD methods NO YES П 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: \_\_\_\_\_ PHONE: 605-717-6848 NAME: Randy Brown/Bobby Rock

# INSURANCE REQUIREMENTS/LIQUOR LIABILITY

**REQUIRED**: Insurance for your event will be required before final permit approval.

Name of Insurance Company:				
Agent's Name:				
Business Phone: ()	Policy Number:		Policy Type:	
Address: 703 Main St - Dead	wood SD 57732			
		(city)	(state)	(zip code)
For final permit approval, you w	vill need commercial gen	eral liability	insurance that nan	nes "the City of
Deadwood, its officers, employees	and agents" as an addition	al insured. In	surance coverage mu	ıst be maintained
for the duration of the event. To	determine the amount of	insurance co	verage necessary, pl	ease contact the
Finance Office at (605) 578-2600 –	Fax # (605) 578-2084.			
The City must be named as an "a	dditional insured." Please	obtain the i	required insurance a	nd mail an original
insurance certificate to: City of De	adwood, Finance Office, 1	02 Sherman	Street, Deadwood, S	D 57732.
	AFFIDAVIT OF A	PPLICAN	T	
Advance Cancellation Notice Req	uired: If this event is can	celled, notify	y the Deadwood Po	lice Department.
Otherwise, City personnel and equ	ipment may be needlessly	dispatched.		
I certify that the information in the	e foregoing application is t	rue and corr	ect to the best of m	y knowledge and
belief and that I have read, unders	and and agree to abide by	the rules an	d regulations govern	ing the proposed
Special Event and I understand tha	t this application is made	subject to the	e rules and regulatio	ns established by
the City Commission of Deadwood	I. I agree to abide by thes	e rules and f	urther certify that I,	on behalf of the
organization, am also authorized to	commit that organization	n, and therefo	ore agree to be finan	cially responsible
for any cost and fees that may be i	ncurred by or on behalf of	the Event to	the City of Deadwoo	d.
Name of Applicant (PRINT): Wade	Morris/Bobby Rock	Ti	ttle: Director	
		D	ate: 3/25/24	

(Signature of Applicant/Sponsoring Organization)