

SPECIAL EVENT APPLICATION

Rapid City Police Department



Traffic Section
300 Kansas City Street
Rapid City SD 57701
Phone: 605-394-4130
Fax: 605-394-6908

NAME OF EVENT:

EVENT DATE/TIME:

SPONSOR ORGANIZATION:

CONTACT PERSON:

ADDRESS:

HOME PHONE:

WORK PHONE:

EMAIL ADDRESS:

PURPOSE OF EVENT:

ASSEMBLY AREA:

ASSEMBLY TIME:

ROUTE AREA: (List all streets and areas route is expected to cover)

Map Attached? YES NO

Alternate Routes Available: YES NO

REQUESTING ANY CITY RESOURCES?

(If so, explain need)

FIRE DEPARTMENT:
10 Main Street 394-4180

Contact: _____

STREET DEPARTMENT:
605 Steele Street 394-4152

Contact: _____

PARKS DEPARTMENT:
125 Waterloo Street 394-5225

Contact: _____

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Does event require special parking accommodations?	YES	NO
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Will businesses be affected by street closures?	YES	NO
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Have affected businesses been notified?	YES	NO
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Will event require clearing of streets? (Towing of cars)	YES	NO
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Does event include placement of temporary structures? <i>Copy of 11-6-19 Review Attached? YES NO</i>	YES	NO
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Does event plan on serving alcohol?	YES	NO
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Do you anticipate any security needs?	YES	NO
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Does your event require closing or blocking of any State Highway? <i>Any application for an event which requires the closing of any State highway, must have a corresponding state permit, prior to submittal of the event permit. Copy of State Permit Attached? YES NO</i>	YES	NO
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How many floats do you anticipate in your parade? _____
 If your parade has over 70 floats, City Ordinance requires Council Approval.

OFFICE USE ONLY

COUNCIL APPROVAL REQUIRED: YES NO

POLICE DEPARTMENT REVIEWED BY: _____ DATE: _____

SENT TO LEGAL/FINANCE: _____ L/F MEETING DATE: _____

COUNCIL MEETING DATE: _____

COUNCIL APPROVED: YES NO DATE: _____