



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

SPECIAL EVENT APPLICATION

SECTION A.

(Type or print legibly)

Date of application: 08/29/2014	Contact phone #: 605.716.7979	Organization: Destination Rapid City	Applicant's name: Suzette Cuny
Event name: Downtown Trick or Treat and Scare in the Square		Date of event: 10/25/2014	
Purpose of event: To provide a safe, family friendly trick or treat experience in Downtown Rapid City. To make this an easier event for young families to participate in we are requesting free parking in the 52 block business improvement district.			
Location of event ; Main Street Square and through out Downtown.			
Map attached: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alternate routes available? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Contact email address: suzette@downtownrapidcity.com	
Exact location of formation area: n/a	Approximate Formation Time: n/a	Event Start Time: 2 to 6 p.m.	Total number of participants in event: 5000 - 7500
Do you anticipate any security needs? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No see attached.	Does the event plan to serve alcoholic beverages? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a parade? (if yes skip to section B) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

SECTION B. (PARADES ONLY)

Will businesses be affected by street closures? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have affected businesses been notified? <input type="checkbox"/> Yes <input type="checkbox"/> No By whom:	Will event require clearing of streets? (Towing Cars) <input type="checkbox"/> Yes <input type="checkbox"/> No	How many floats do you anticipate in your parade? (Note: Over 70 floats requires City Council Approval)
Does your parade require closing or blocking a State Highway? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, you must have a corresponding state permit prior to submitting an event permit. Copy of state permit attached? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Event route (list all streets and areas route is expected to cover): *FREE DOWNTOWN PARKING*			

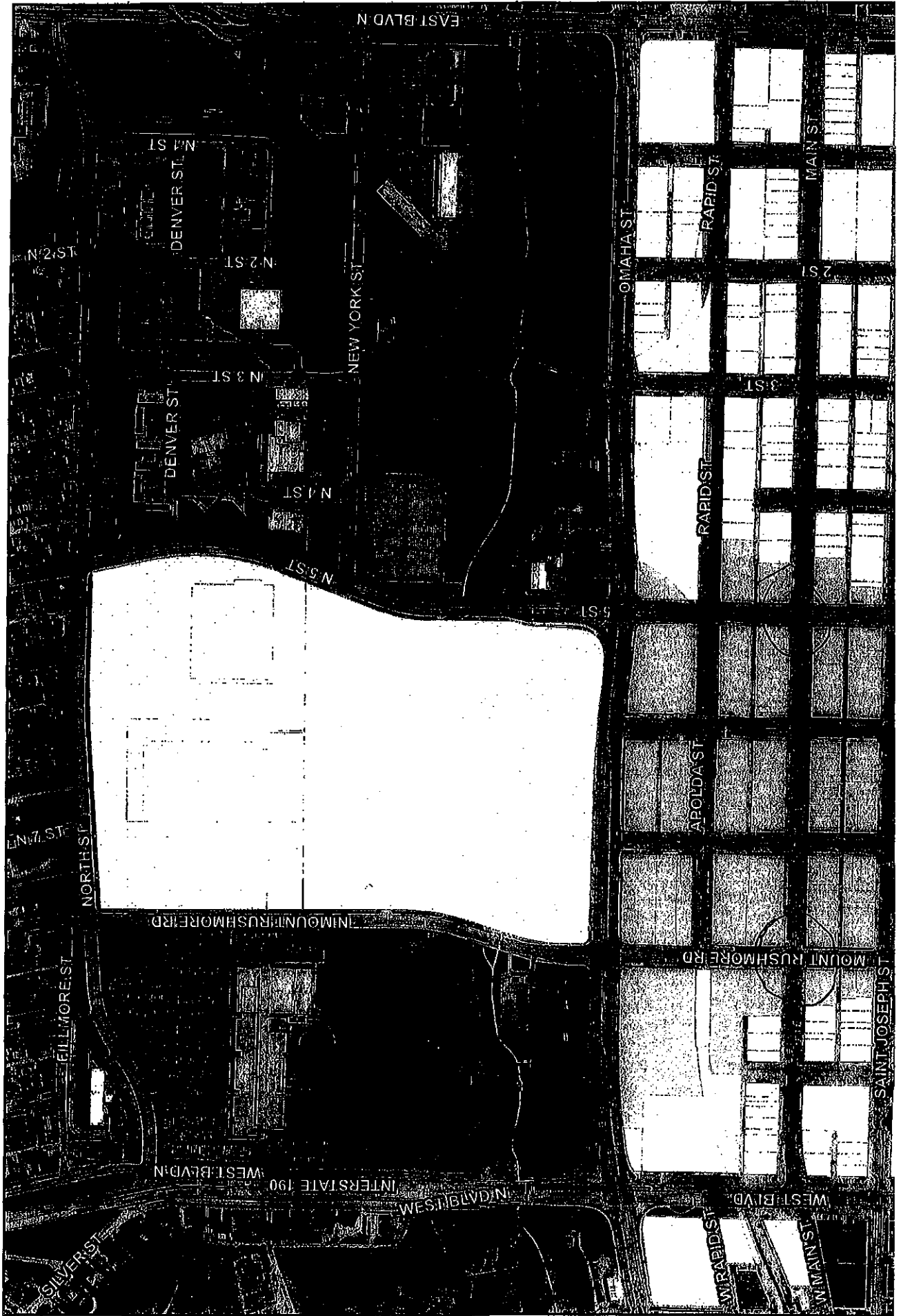
SECTION C.

Will you require any City Resources? <input type="checkbox"/> Yes (if yes please list) <input type="checkbox"/> No	FIRE DEPARTMENT: 10 Main Street: 394-4180	STREET DEPARTMENT: 605 Steele Street: 394-4152	PARKS DEPARTMENT: 125 Waterloo Street: 394-5225
	Person Contacted:	Person Contacted:	Person Contacted:

OFFICE USE ONLY

Council Approval Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Post Orders : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Police Department Reviewed: By S 3 45 89 Date: 8-29-14	Sent to Legal/Finance: Date: 8-29-14	Legal/Finance meeting: Date: 9-10-14	Council Meeting Date: Date: 9-15-14	Council Approved: Date:
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BID Zones



Downtown Trick or Treat and Scare in the Square

October 25, 2014

Services requires: assistance with cross walk from 3 p.m. to 6 p.m. on Main and 5th Street s and Main Street and Mt. Rushmore Road