

# SPECIAL EVENT APPLICATION

Rapid City Police Department



Traffic Section  
300 Kansas City Street  
Rapid City SD 57701  
Phone: 605-394-4130 365-3069  
Fax: 605-394-6608 605-394-6708

NAME OF EVENT: **KIRK FUNERAL HOME FREE SENIOR MOVIES**  
ALL MOVIES START AT 10:00 AM  
EVENT DATE/TIME: **FRIDAY, JULY 15, 2011 ; FRIDAY, DECEMBER 2, 2011 ; FRIDAY, DECEMBER 9, 2011**

SPONSOR ORGANIZATION: **KIRK FUNERAL HOME**  
CONTACT PERSON: **COLLEEN PHILLIPS**  
ADDRESS: **1051 E. MINNESOTA ST RAPID CITY, SD 57701**  
HOME PHONE: **605-391-0712**  
WORK PHONE: **605-349-4808**  
EMAIL ADDRESS: **cphillips@sdFuneral.com**

PURPOSE OF EVENT: **FREE SENIOR MOVIE**

ASSEMBLY AREA: **ELKS THEATRE 512 6TH ST RAPID CITY, SD 57701**  
ASSEMBLY TIME: **9:00 AM TO 1:00 PM**

ROUTE AREA: (List all streets and areas route is expected to cover)  
**PLEASE NOTE: THE SENIORS ATTENDING WILL BE PARKING THROUGHOUT THE DOWNTOWN AREA. THEY WILL BE PARKED OVER THE ALLOTTED TIME & MANY WILL RECEIVE PARKING TICKETS. WE ARE ASKING THAT THE CITY OF RAPID CITY WOULD WORK WITH KIRK FUNERAL HOME TO TAKE CARE OF ANY TICKETS GIVEN, SO OUR SENIORS ARE NOT RESPONSIBLE FOR TAKING CARE OF SUCH TICKETS THEMSELVES.**  
Map Attached? YES NO  
Alternate Routes Available: YES NO

REQUESTING ANY CITY RESOURCES?  
(If so, explain need)  
FIRE DEPARTMENT: Contact: \_\_\_\_\_  
10 Main Street 394-4180  
STREET DEPARTMENT: Contact: \_\_\_\_\_  
605 Steele Street 394-4152  
PARKS DEPARTMENT: Contact: \_\_\_\_\_  
125 Waterloo Street 394-3225

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Does event require special parking accommodations?	<input checked="" type="radio"/> YES	<input type="radio"/> NO
Will businesses be affected by street closures?	YES	<input checked="" type="radio"/> NO
Have affected businesses been notified?	<input checked="" type="radio"/> YES	<input type="radio"/> NO
Will event require clearing of streets? (Towing of cars)	YES	<input checked="" type="radio"/> NO
Does event include placement of temporary structures? Copy of 11-6-19 Review Attached? YES NO	YES	<input checked="" type="radio"/> NO
Does event plan on serving alcohol?	YES	<input checked="" type="radio"/> NO
Do you anticipate any security needs?	YES	<input checked="" type="radio"/> NO
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	<input checked="" type="radio"/> NO

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: *[Signature]* DATE: 1-10-11

SENT TO LEGAL/FINANCE: \_\_\_\_\_ LF MEETING DATE: \_\_\_\_\_

COUNCIL MEETING DATE: \_\_\_\_\_

COUNCIL APPROVED: YES NO DATE: \_\_\_\_\_