



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

SPECIAL EVENT APPLICATION

SECTION A.

(Type or print legibly)

Date of application: 1/28/2014	Contact phone #: 605-593-5219	Organization: Rapid City Summer Nights, Inc	Applicant's name: Sandra Schwan
Event name: Summer Nights		Date of event: Thurs June 5th thru Aug 28th 2014	
Purpose of event: Arts and Entertainment Festival, featuring live music, kids activities, food and beverage vendors. It takes place on Thursday evening in the Summer, music from 6:00 to 9:15			
Location of event : 7th Street from Main to St. Joseph & the 600 and possibly 700 block of St. Joseph St. Alternate Location: 7th Street from Main to St. Joseph and the 600 and possibly 700 block of Main			
Map attached: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alternate routes available? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Contact email address: sandra.schwan@greatwesternbank	
Exact location of formation area:	Approximate Formation Time: 3:00	Event Start Time: 5:30	Total number of participants in event: 7000 per week
Do you anticipate any security needs? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Does the event plan to serve alcoholic beverages? <input checked="" type="checkbox"/> Yes <input 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Have affected businesses been notified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No By whom: Sandy Schwan	Will event require clearing of streets? (Towing Cars) <input checked="" 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):			

SECTION C.

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

Council Approval Required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Post Orders : <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Police Department Reviewed: BY: <i>[Signature]</i> Date: 1-29-2014	Sent to Legal/Finance: Date: 1-30-2014	Legal/Finance meeting: Date: 2-12-14	Council Meeting Date: Date: 2-17-14	Council Approved: Date:
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