



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

SPECIAL EVENT APPLICATION

SECTION A.

(Type or print legibly)

Date of application: 04-11-2014	Contact phone #: 716-7979	Organization: Rapid City Downtown Assoc.	Applicant's name: Deb Bruce, Director
Event name: Free Parking Downtown			Date of event: May 17, 2014
Purpose of event: To promote "Girls' Day Out" event. This event is partnering the Rapid City Downtown Association and the women from Ellsworth AFB & the National Guard to spend the day from 10a-4p, shopping and eating downtown, I would like to request Free on-street parking & Free Parking Ramp parking in BID District for shopping/dining, for one Saturday.			
Location of event : Downtown Business Improvement District			
Map attached: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alternate routes available? <input type="checkbox"/> Yes <input type="checkbox"/> No	Contact email address: deb@downtownrapidcity.com	
Exact location of formation area: Downtown Business Improvement District	Approximate Formation Time: 7a-6p	Event Start Time:	Total number of participants in event:
Do you anticipate any security needs? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	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 checked="" 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 checked="" 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:	STREET DEPARTMENT:	PARKS DEPARTMENT:
	10 Main Street: 394-4180	605 Steele Street: 394-4152	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 type="checkbox"/> No	Police Department Reviewed: By: <i>Hedrick, D.</i> Date: <i>4.11.14</i>	Sent to Legal/Finance: Date: <i>4-11-14</i>	Legal/Finance meeting: Date: <i>4-16-14</i>	Council Meeting Date: Date:	Council Approved: Date:
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Girls Day Out

Join Downtown Rapid City and Ellsworth AFB in partnering
with
"Girls Day Out"

Event Date:
May 17, 2014 from 10:00AM - 4:00PM

Concept:
Patrons will pick up a passport at Seattle's Best Coffee and visit participating businesses as a way to increase customer awareness on each businesses speciality.

Each business will be assigned a famous quote and patrons will have to visit your location to find which unique quote is located at your business.

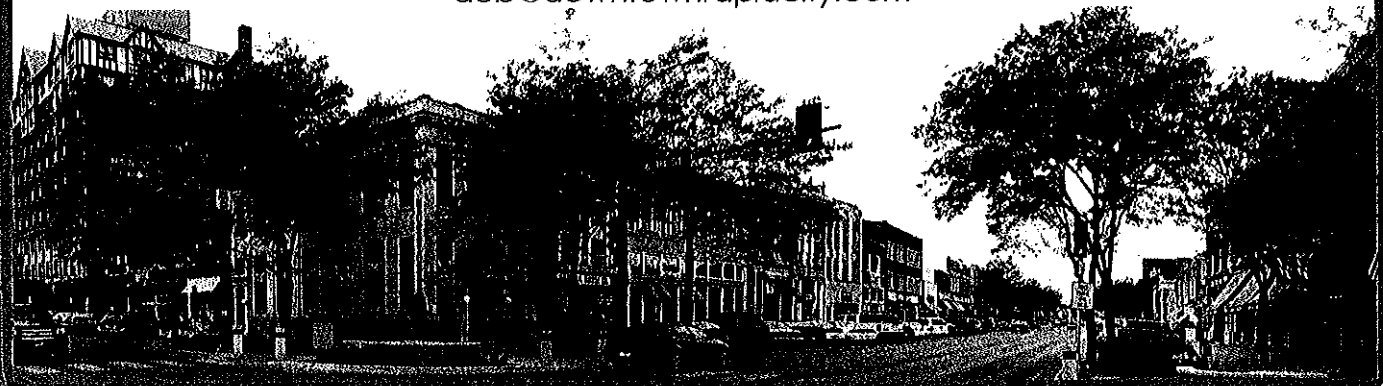
Once patrons find the quote they will fill in your business name on the corresponding page in the passport

Patrons will be required to complete a predetermined percentage of their passport in order to be eligible for prizes.

This partnership was developed to help educate our Airmen and their families on the speciality businesses that are located in our downtown area.

Passports will be available to both military and civilians in the greater Rapid City area.

Contact Deb Bruce
deb@downtownrapidcity.com



NO OFFICIAL ENDORSEMENT INTENDED