

Date Submitted 7/1/07 **PERMIT**

MAR 11 2008

Rapid City Growth Management Department

**Application for Special Event Permit
City of Rapid City Parks Division
and**

The Person or Organization Whose Name Appears Below

Name of the Event Black Hills Area Council, BSA - Party in the Park

Anticipated Attendance 1,000

Park Facility Requested Memorial Park, Rapid City

Date(s) of Event (from set-up to clean-up) May 3, 2008 Time 6:00am - 4:00pm

Requesting Organization Black Hills Area Council, Boy Scouts of America

Contact Person Liz Smith Daytime Phone 605.342.2824

Evening Phone 605.255.5502 Cell Phone 605.390.5803

Mailing Address 144 North Street, Rapid City, SD 57701

Will Alcohol be Served or Sold? Yes **No**

Is there a need for on-site presence of Law Enforcement? Yes **No** Unsure

Will food be involved? (Circle those that apply)

Food Vendors Selling Product Catered Event Other

What electrical requirements will you need? tbd

Will temporary structures be installed (tents, canopies, Inflatable Structures, etc)? If so, the **applicant** is required to obtain a temporary structure permit through Rapid City Growth Management Department at 394-4120 (Please allow 30-60 days for temporary structure permits).

Write a complete description of the event sought to be held.

Terms and Conditions:

- General Commercial Liability Insurance required up to \$2,000,000.00
- Trash to be collected and available for curbside pick-up by City of Rapid City
- Sprinkler lines must be marked and located by parks staff before digging or driving stakes
- Electrical arrangements to be made through City Electrician and/or Electrical Contractor
- Site plan must be provided to the City of Rapid City
- Parking must be maintained for general park users and lessors of picnic shelters

- Custodial services must be provided by requesting organization- Once daily custodial service will be provided by City of Rapid City
- No Parking/driving on the grass without written permission from the Parks Director
- No activities to be conducted beyond normal park operating hours, without permission from the Parks Director
- Other terms: _____

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Management Department

Category of Use:

- Private- Event not open to the public
- Public- Event open to the public, products are not sold or donations solicited
- Public with admission, fees collected, donations solicited or products sold

All other requirements by law must be met including, Health Codes, Building Codes, Sign Codes, Fire and Police Codes.

The sponsoring organization will be responsible for the condition of the park facility. If any damage is done to the park facility as a result of their event, the sponsoring organization will be held responsible.

INDEMNIFICATION:

I, _____, waive my right to bring any and all claims against the City of Rapid City whether for property damage or personal injury that may arise out of my use of the City's _____ facility on _____.

Further I agree to fully indemnify and hold harmless the City of Rapid City for any claims that arise out of my use of the facilities on the above date. I understand that all of the facilities are provided on an "AS IS" basis and that the City has made no promises or warranties about the condition of any of the facilities. I willingly assume the risks of personal injury and property damage. I agree that I have received sufficient valuable consideration in exchange for waiving my rights and agreeing to indemnify and hold the City of Rapid City harmless.

Acknowledgment

I hereby acknowledge and agree to the terms and conditions of this application.

<p>Organization Representative</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Signature _____ Date _____</p>	<p>City Parks Representative Rapid City Parks & Recreation Division 2915 Canyon Lake Drive Rapid City SD 57702-3496</p> <p>Signature _____ Date _____</p>
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