



## Event Committee Meeting Meeting Agenda

May 21, 2026

1. **ROLL CALL**
2. **APPROVAL OF MINUTES**
  - a. Approval of April 30, 2026 minutes.
3. **OLD BUSINESS**
  - a. Recap of May Events: Hops and Hogs.
  - b. Wild Bill Bar and Old West Alive/Talmarc Film Productions - August 1 - 2, 2026.
  - c. American Legion - Kool Deadwood Nites - August 19-23, 2026.
  - d. Black Hills Veterans March and Marathon - September 18-19, 2026.
4. **NEW BUSINESS**
  - a. Harley Davidson Activation Demo Rides - Lower Main Street Lot - August 4-14, 2026.
  - b. Harley Davidson Activation - Outlaw Square - August 6-16, 2026.
  - c. Medicine Wheel Ride - August 9, 2026.
  - d. Chuckwagon Gathering - September 10-12, 2026. P&T recommendation to use Gordon Park parking lot from September 10-13 and the employee parking lot September 10-12 (excluding the residents parking space at Gordon Park (unless an agreement can be made with them) for trailer staging and event seating.
  - e. Deadwood Jam - September 18-19, 2026.
5. **REFUNDS**
6. **UPCOMING EVENTS**
  - a. Save Our Tail Parade - May 22 - street closure.
  - b. Summer Kickstart - May 22-23 - open container, street closure and temporary beer and wine license.
  - c. Back When They Bucked Parade - May 23 - street closure.
  - d. Back When They Bucked - May 22-26 - use of event complex, open container.
  - e. Double Down Concert - May 29 - open container, street closure.

- f. Gold Rush Rumble Wrestling Tournament - May 31 - use of Rec Center.
- g. NAJA Shrine Circus - June 6 - use of Event Complex.
- h. Mickelson Trail Marathon - June 6-7 - use of public property at Event Complex and Sherman Street.
- i. Mickelson Trail Post Race Party - June 7 - open container in zone 4.
- j. Farmers Market - June 12 - September 4 - open container, waiver of banner and vending fees.
- k. PBR - June 12-13 - open container use of Event Complex and fireworks display.
- l. Summer Vendor & Pop Up Market - June 12-13 - street closure.
- m. The Big Mick - June 13 - use of public property on Mickelson Trail and Sherman Lot.
- n. Flag Day Ceremony and Vintage Baseball Game - June 14 - open container and use of Event Complex (Ferguson Field.)
- o. Eixenberger Family Reunion - June 16 - open container in zone 4 and waiver of tent fee.
- p. Wild Bill Days - June 19-20 - open container, street closure, waiver of banner and vending fees and temporary beer and wine license.
- q. Jay Vogt Tournament - June 19-21 - use of Event Complex (Baseball Fields.)
- r. Rock Mountain Elk Foundation - June 20 - open container and use of Event Complex (Ferguson Field.)
- s. Mickelson Summer Trek - June 21 - use of public property (Sherman Lot and Mickelson Trail.)
- t. Deadwood All In Motosports Showdown - June 27 - open container and use of Event Complex.

7. **OPEN DISCUSSION**

8. **MEETING ADJOURNMENT**

- a. Next meeting will be Thursday, June 25, 2026 at 10:00 a.m.

**CITY OF DEADWOOD  
EVENT COMMITTEE**

**Roll Call:**

The City of Deadwood Event Committee met Thursday, April 30, 2026 in the Century Room in City Hall. Sharon Martinisko called the meeting to order at 10:00 a.m. Present were Sharon Martinisko, Jesse Allen, Joel Ellis, Justin Lux, Destiny Maynard, Cory Percy, Bobby Rock, Cory Shafer, Lornie Stalder, and Misty Trehwella.

Also present were Cammie Schmidt, Chris Roberts, Randy Brown, Alexandra Ellis, Marcus Rothlisberger. Margi Olesen and Thadd Turner were available zoom.

Absent were Randy Adler, Tom Riley and Rose Speirs.

**Approval Of Minutes:**

Minutes of the meeting on March 26, 2026 were approved by Mr. Rock, second by Mr. Ellis; motion carried unanimously.

**Old Business:**

**1. Recap of January Events:**

No issues with Easter Egg Hunt and Forks, Corks and Kegs.

**New Business:**

**1. Deadwood Double Shot Concert – May 29, 2026. Request to waive 45-day requirement. Previously approved for May 20, 2026.**

Mr. Allen spoke about the event and date change. Mr. Ellis moved to approve and waive 45-day requirement with recommendation to city commission, second by Mrs. Maynard; motion carried unanimously.

**2. Gold Rush Rumble Wrestling Tournament – May 31, 2026.**

Mr. Allend spoke about the event requesting use of rec center. Alexandra Ellis and Marcus Rothlisberger were available for questions. Mr. Rock moved to approve and waive 45-day requirement with recommendation to city commission, second by Mr. Ellis; motion carried unanimously.

**3. Vintage Ball Game – June 14, 2026.**

Mr. Allen spoke about the event, adding open container. Mr. Lux moved to approve with recommendation to city commission, second by Mr. Ellis; motion carried unanimously.

**4. Days of '76 Rodeo – July 15-26, 2026.**

Mr. Allen spoke about the event requesting open container, tent set-up, waiver of user fees, street closure and temporary liquor license. Chris Roberts was available for questions. Mr. Rock moved to approve with recommendation to city commission, seconded by Mrs. Maynard; motion carried unanimously.

**5. AAU Wrestling – July 18, 2026.**

Mr. Rock spoke about the event, requesting street closure. Mr. Ellis moved to approve with recommendation to city commission, second by Mr. Lux; motion carried unanimously.

**6. Brule’ – July 20, 2026.**

Mr. Rock spoke about the event, requesting street closure. Mr. Allen moved to approve with recommendation to city commission, second by Mrs. Maynard; motion carried unanimously.

**7. Wild Bill Bar and Old West Alive/Talmarc Film Productions – August 1-2, 2026.**

Mr. Allen spoke about the event. Margi Olesen and Thadd Turner were available zoom. Discussion was held regarding holding event inside the Wild Bill Bar, firearms being licensed. Mr. Shafer spoke about the classifications for firearms licenses. Discussion continued regarding safety, security, and street closure with motorcycle parking. Mr. Lux stated a reenactor permit would be required. Mr. Allen moved to continue, second by Mr. Shafer; motion carried unanimously.

**8. American Legion – Kool Deadwood Nites – August 19-23, 2026.**

Mr. Allen spoke about the event, requesting trailer parking in the Int. Lot portico. Mr. Ellis moved to continue second by Mr. Lux; motion carried unanimously.

**9. Black Hills Veterans March and Marathon – September 18-19, 2026.**

Mr. Allen spoke about the event, requesting use of event complex. Mr. Ellis spoke about the email received from Lead Deadwood School District regarding this event might be on the same date in 2027. Discussion was held concerning insurance. Mr. Ellis moved to continue, second by Mrs. Maynard. Mr. Rock voted no, motion carried.

**10. Snocross – January 18-24, 2027**

Mr. Allen spoke about the event, requesting open container, waiver of user fees, and temporary liquor license. Discussion was held regarding water usage. Mr. Stalder moved to approve with recommendation to city commission, second by Mr. Lux; motion carried unanimously.

**11. Special Event Application**

Discussion was held regarding electricity use at Int. Lot. Mr. Ellis moved to remove from agenda, second by Mrs. Maynard; motion carried unanimously.

**Refunds:**

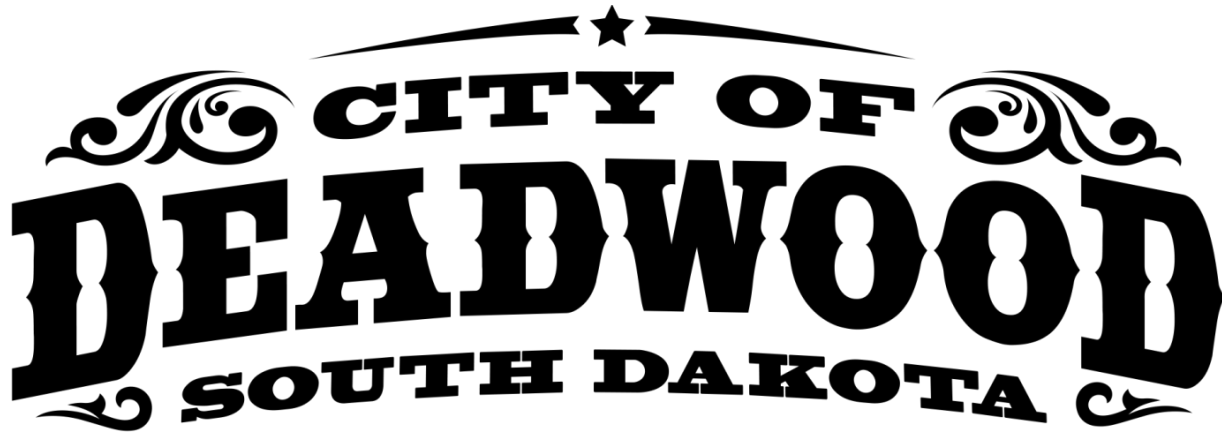
**Upcoming Events:**

1. Hops and Hogs – May 15-16 – open container in zone 1 and 2.
2. Save Our Tail Parade/Dora DuFran Day – May 22 – street closure.
3. Summer Kickstart Concert – May 22-23 – open container in zone 1 and 3, street closure.
4. Back When They Bucked Parade – May 23 – street closure.
5. Back When They Bucked – May 22-26 – use of event complex, open container.
6. Double Down Concert – May 29 – open container, street closure.
7. Gold Rush Rumble Wrestling Tournament – May 31 – use of rec center.

**Open Discussion:**

**Meeting Adjournment:**

With no further business for the committee to consider, Mr. Rock moved to adjourn, second by Mr. Allen. The next Event Committee meeting will be **Thursday, May 21, 2026 at 10:00 a.m.**



# **City of Deadwood Special Event Permit Application and Facility Use Agreement for**

**150th Anniversary of Wild Bill's Death Wild Bill Bar and Old West Alive**

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**Instructions:**

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted March 2, 2026

### EVENT INFORMATION

|                                      |                                    |   |                                    |                                 |                                  |
|--------------------------------------|------------------------------------|---|------------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour  | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input checked="" type="checkbox"/> Other Reenactment of the death of Wild Bill |                                    |                                 |                                  |

Event Title: 150th Anniversary of the Death of Wild Bill Hickok

Event Date(s): 8/1 & 8/2 2026 Total Anticipated Attendance: 150  
(month, day, year)

(# of Participants 6 # of Spectators 150)

Actual Event Hours: (from: 1pm AM / PM (to): 1:15pm AM / PM

Location / Staging Area: In front of the Wild Bill Bar at 624 Main St on the Street/Curb

Set up/assembly/construction 1pm 8/1/26 and 8am 8/2/26 Start time: 1pm AM / PM

Please describe the scope of your setup / assembly work (specific details):  
15 minute traffic pause on 8/1 at 1pm to set up a poker table on Main St at 624 Main St and blocking 25' of bike parking in front of Wild Bill Bar at 624 Main St from 8am -1:15pm to allow space for reenactments

Dismantle Date: 1:15pm both days Completion time: 1:15pm AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: Traffic pause on Main St from 1pm to 1:15pm on August 1st and 2nd 2026 from Wall Street to the Wild Bill Bar

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles which would require an entire street closure from Wall Street to Deadwood Street will require security be provided at Deadwood Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security may be required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Business who will be serving alcohol at event: \_\_\_\_\_

Adopted March 2, 2026

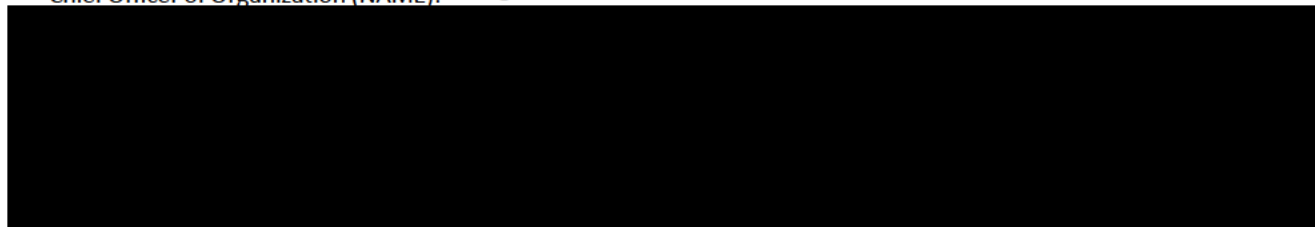
**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Wild Bill Bar and Talmarc Film Productions LLC

Chief Officer of Organization (NAME): Marguerite Olesen and Thadd Turner



Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

Name: Thadd Turner - Old West Alive/Talmarc Film Production LLC

Address: 624 Main St Deadwood SD 57732  
(city) (state) (zip code)

Contact person "on site" day of event or facility use Thadd Turner Pager/Cell #: 520-906-9399

**(Note:** This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If **YES**, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If **YES**, please explain the purpose and provide amount(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The City of Deadwood has a ticket surcharge, which is set and amended by resolution.**

**OVERALL EVENT DESCRIPTION:**

**ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

150th Anniversary of the death of Wild Bill Hickok to be held on Main St. at 624 Main St.

Wild Bill Bar. Requesting a 15 minute traffic pause from 1pm to 1:15pm between the Wild

Bill Bar and Wall St. each day to allow for spectators and safety. Requesting to block the area in

front of the Wild Bill Bar at 8am on 8/2/26 for no bike parking at 8am until the show ends at

1:15pm. Wild Bill Bar staff will assist with the traffic pause.

There will only be one gunshot during the show and all safety requirements will be met and permits will be completed. The firearm will be inspected by Thadd Turner who has gun stunt experience and by Kevin Empey, a retired law enforcement officer. The shot will be a live black powder load and no cartridges will be used.

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- NO     YES  
 Does the event involve the sale or use of alcoholic beverages? If **YES**, please provide your liquor liability insurance information to the last page of this application.
  
- NO     YES  
 Will Items or services be sold at the event? If **YES**, please describe: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
  
- NO     YES  
 Does this event involve a moving route of any kind along streets, sidewalks, or highways? If **YES**, attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. If the route involves state highways, please click the link below to submit a SD DOT Permit to Occupy Right-of-Way.  
[https://www.state.sd.us/eforms/secure/eforms/S\\_E0903v1\\_PermitToOccupyROW.pdf](https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf)
  
- NO     YES  
 Does this event involve a fixed venue site? If **YES**, attach a detailed site map showing all street impacted by the event.

Adopted March 2, 2026

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

- Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas.
- Food Concession and / or Food Preparation Area(s).  
Please describe how food will be served at the event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you intend to cook food in the event area, please specify the method to be used:

GAS     ELECTRIC     CHARCOAL     OTHER(SPECIFY): \_\_\_\_\_

- First Aid Facilities and Ambulance locations.
- Tables and Chairs.
- Fencing, Barriers and / or Barricades.
- Jersey Barriers and Equipment used for other than safety purposes \_\_\_\_\_ \$25.00
- Generator Locations and / or Source of Electricity.
- Canopies or Tent Locations.  
Tent Rental with Approved Special Event, which is set and amended by resolution, paid to the City of Deadwood:  
10' by 10' Set up and take down..... \$200.00  
20' by 30' Set up and take down ..... \$400.00  
20' by 40' Set up and take down..... \$600.00
- Booths, Exhibits, Displays or Enclosures.
- Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.
- Vehicles and / or Trailers.
- Trash Containers and Dumpsters.  
(NOTE): You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.  
Number of trash cans: \_\_\_\_\_                      Trash Containers w / lids: \_\_\_\_\_
- Garbage Removal Fee - \$150.00/hour/employee – if the City of Deadwood has to remove the garbage after the event.

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: \_\_\_\_\_

\_\_\_\_\_

Other Related Event Components not covered above. \_\_\_\_\_

\_\_\_\_\_

**SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both **Crowd Control** and **Internal Security**: \_\_\_\_\_  
Two or three "safety" individuals will be on site keeping people away from the reenactment and pausing traffic.

\_\_\_\_\_

Please describe your Accessibility Plan for access at your event by individuals with disabilities: \_\_\_\_\_  
Open sidewalks

\_\_\_\_\_

**REQUIRED: It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.**

NO YES  
  Have you hired any Professional Security organization to handle security arrangements for this event? If YES, please list:

Security Organization: None

Security Organization Address: \_\_\_\_\_  
(city) (state) (zip code)

Security Director (Name): Thadd Turner Business phone: \_\_\_\_\_

NO YES  
  Is this a night event? If YES, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: \_\_\_\_\_

\_\_\_\_\_

Please indicate what arrangements you have made for providing **First Aid Staffing** and **Equipment**?

Number \_\_\_\_\_ Ambulance(s) – How provided? 911 Call

Number \_\_\_\_\_ Emergency Medical Technicians – How provided? \_\_\_\_\_

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD’s property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT’s property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD’s property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: TT

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT’s use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: TT

**PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT**

Please describe your plans to notify all residents, businesses and churches impacted by the event: \_\_\_\_\_  
Local and social media as well as event posters

**ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES**

NO YES  
  Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: \_\_\_\_\_ Number of Bands: \_\_\_\_\_

Type of Music: \_\_\_\_\_

Will **sound amplification** be used?  
If **YES**, please indicate: Start Time: 1pm AM / PM – Finish Time: 1:15pm AM / PM

Will **sound check** be conducted prior to the event?  
If **YES**, please indicate: Start Time: \_\_\_\_\_ AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_

Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall’s office) to this application.

Are any signs, banners, decorations or special lighting be used? (**Special Events recognized by The City of Deadwood get approved by Resolution annually in January**) (If **YES**, please describe: \_\_\_\_\_)

**PROMOTION/ADVERTISING/MARKETING/INFORMATION**

Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:

NO  YES  Local and social Media \_\_\_\_\_

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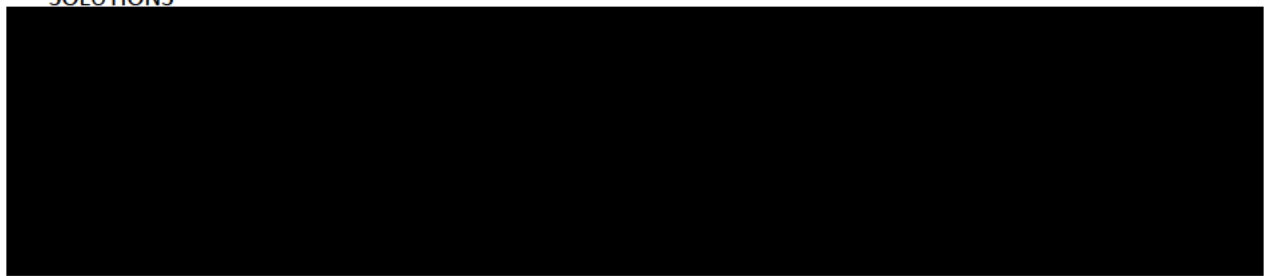
Will there be any live media coverage during your event? If **YES**, please explain:  
Local TV \_\_\_\_\_

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Refer all event public inquiries and / or media inquiries for this event to:  
 NAME: Thadd Turner/Margi Olesen PHONE: 520-906-9399

**INSURANCE REQUIREMENTS**

**REQUIRED:** Insurance for your event will be required before final permit approval. Name of Insurance Company: Lloyds / VERACITY INSURANCE SOLUTIONS



For final permit approval, you will need commercial general liability insurance that names “the City of Deadwood, its officers, employees and agents” as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084. The City must be named as an “additional insured.” Please obtain the required insurance and mail an original insurance certificate to: City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.

**AFFIDAVIT OF APPLICANT**

**Advance Cancellation Notice Required:** If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched. I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Thadd Turner

Thadd Turner

(Signature of Applicant/Sponsoring Organization)

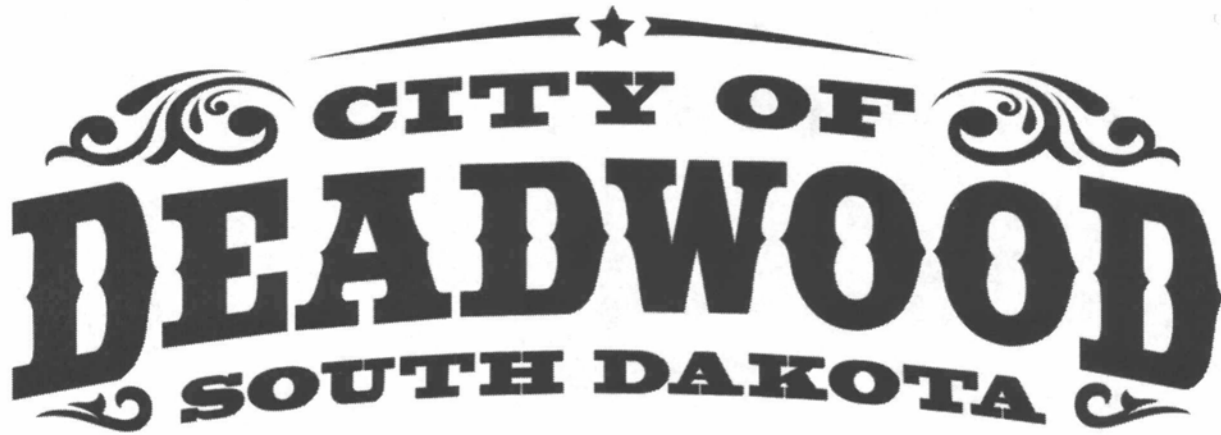
Title: Director Reenactment

Date: 4/1/26

**VENDING**

Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15th of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Adopted XXXXXX



**City of Deadwood  
Special Event  
Permit Application and  
Facility Use  
Agreement for**

*American Legion Auxiliary - Kool Dwd Nites.*

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**Instructions:**

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted March 2, 2026

### EVENT INFORMATION

|                                      |                                    |                                    |                                    |                                 |                                  |
|--------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input type="checkbox"/> Other     |                                    |                                 |                                  |

Event Title: Kool Deadwood Nites

Event Date(s): Aug 18-24, 2026 Total Anticipated Attendance: Thousands  
(month, day, year)

(# of Participants \_\_\_\_\_ # of Spectators \_\_\_\_\_)

Actual Event Hours: (from: \_\_\_\_\_ AM / PM (to): \_\_\_\_\_ AM / PM

Location / Staging Area: Interpretive Center - Deadwood

Set up/assembly/construction August 19 Start time: 1000  AM  PM

Please describe the scope of your setup / assembly work (specific details): setting up the trailer under the portico @ the Interpretive Center

Dismantle Date: Aug 23 Completion time: 100 AM  PM

List any street(s) requiring closure as a result of this event. Include street name(s), day, date and time of closing and time of re-opening: \_\_\_\_\_

- > Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- > Any request involving 25-50 motor vehicles (not including motorcycles) will park on the north side of Main Street, which will not require street closure.
- > Any request involving 50 or more vehicles which would require an entire street closure from Wall Street to Deadwood Street will require security be provided at Deadwood Street and Main Street and Wall Street and Main Street to direct traffic.
- > Additional security may be required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Business who will be serving alcohol at event: None

**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Homestake Am. Legion Auxiliary Unit 31 of Lead

Chief Officer of Organization (NAME): Shelley Drago



Please list any professional event organizer or event service provider hired by you that is authorized to work on your behalf to produce this event.

Name: None

Address: \_\_\_\_\_ (city) (state) (zip code)

Contact person "on site" day of event or facility use: Shelley Drago Pager/Cell #: 920-2237

(Note: This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If YES, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If YES, please explain the purpose and provide amount(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The City of Deadwood has a ticket surcharge, which is set and amended by resolution.

Adopted March 2, 2026

**OVERALL EVENT DESCRIPTION:**

**ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a detailed description of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

For the past 14 or 15 years, we have served burgers, hotdogs and sodas to the event goers of Kool Decadwood Nites. We have a food trailer that we set up under the portico along with tables and chairs for our customers to eat at. We serve Thursday through Saturday from 10 to 8

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- NO  YES  Does the event involve the sale or use of alcoholic beverages? If YES, please provide your liquor liability insurance information to the last page of this application.
- Will items or services be sold at the event? If YES, please describe: Burgers, hot dogs, popcorn, nachos, drinks.
- Does this event involve a moving route of any kind along streets, sidewalks, or highways? If YES, attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. If the route involves state highways, please click the link below to submit a SD DOT Permit to Occupy Right-of-Way. [https://www.state.sd.us/eforms/secure/eforms/S\\_E0903v1\\_PermitToOccupyROW.pdf](https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf)
- Does this event involve a fixed venue site? If YES, attach a detailed site map showing all street impacted by the event. No streets affected by our site.

Adopted March 2, 2026

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

> Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas. *None*

> Food Concession and / or Food Preparation Area(s).

Please describe how food will be served at the event: *Out of our food trailer and a setup directly behind said food trailer*

If you intend to cook food in the event area, please specify the method to be used:

GAS     ELECTRIC     CHARCOAL     OTHER(SPECIFY): \_\_\_\_\_

> First Aid Facilities and Ambulance locations. *None*

> Tables and Chairs.

> Fencing, Barriers and / or Barricades.

> Jersey Barriers and Equipment used for other than safety purposes .....\$25.00

> Generator Locations and / or Source of Electricity.

> Canopies or Tent Locations.

Tent Rental with Approved Special Event, which is set and amended by resolution, paid to the City of Deadwood:

|                                       |          |
|---------------------------------------|----------|
| 10' by 10' Set up and take down ..... | \$200.00 |
| 20' by 30' Set up and take down ..... | \$400.00 |
| 20' by 40' Set up and take down ..... | \$600.00 |

> Booths, Exhibits, Displays or Enclosures.

> Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.

> Vehicles and / or Trailers.

> Trash Containers and Dumpsters.

(NOTE): You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.

Number of trash cans: \_\_\_\_\_      Trash Containers w / lids: \_\_\_\_\_

> Garbage Removal Fee - \$150.00/hour/employee – if the City of Deadwood has to remove the garbage after the event.

Adopted March 2, 2026

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: visitor center The city has always made the custodians from the haul it away. There is usually a truck parked in the Siever Lot where the garbage is taken.

Other Related Event Components not covered above. Please see attached sheet

**SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both Crowd Control and Internal Security: stations direct customers to our trailer. No real "security" is needed

Please describe your Accessibility Plan for access at your event by individuals with disabilities: the area we are set up in, is already accessible

**REQUIRED:** It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.

NO  YES  Have you hired any Professional Security organization to handle security arrangements for this event? If YES, please list:

Security Organization: \_\_\_\_\_

Security Organization Address: \_\_\_\_\_ (city) (state) (zip code)

Security Director (Name): \_\_\_\_\_ Business phone: \_\_\_\_\_

NO  YES  Is this a night event? If YES, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: lights under portico and parking lot lights

Please indicate what arrangements you have made for providing First Aid Staffing and Equipment?

Number \_\_\_\_\_ Ambulance(s) – How provided? None

Number \_\_\_\_\_ Emergency Medical Technicians – How provided? None

Adopted March 2, 2026

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD's property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT's property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD's property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: SD

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT's use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: SD

**PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT**

Please describe your plans to notify all residents, businesses and churches impacted by the event: None

**ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES**

NO  YES

Are there any musical entertainment features related to your event or facilities rental? If YES, please state the number of bands and type of music.

Number of Stages: \_\_\_\_\_ Number of Bands: \_\_\_\_\_

Type of Music: \_\_\_\_\_

Will sound amplification be used?  
If YES, please indicate: Start Time: \_\_\_\_\_ AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Will sound check be conducted prior to the event?  
If YES, please indicate: Start Time: \_\_\_\_\_ AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_

Will any fireworks, rockets or other pyrotechnics be used? If YES, please attach a copy of your permit (issued by the State Fire Marshall's office) to this application.

Are any signs, banners, decorations or special lighting be used? (Special Events recognized by The City of Deadwood get approved by Resolution annually in January) (If YES, please describe: \_\_\_\_\_)

Adopted March 2, 2026

**PROMOTION/ADVERTISING/MARKETING/INFORMATION**

Will this event be promoted, advertised or marketed in any manner? If YES, please describe:

NO  YES  - We have signs near the trailer - no official "advertising"

Will there be any live media coverage during your event? If YES, please explain:

\_\_\_\_\_

\_\_\_\_\_

Refer all event public inquiries and / or media inquiries for this event to:

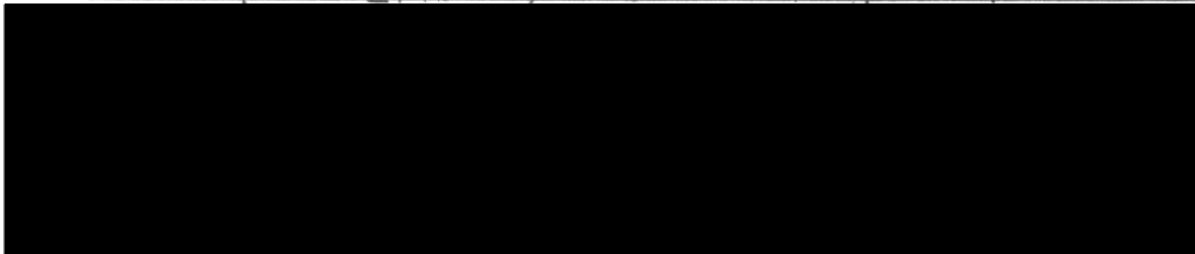
NAME: Shelley Drayco PHONE: 605-920-2237

**INSURANCE REQUIREMENTS**

**REQUIRED:** Insurance for your event will be required before final permit approval.

Name of Insurance Company:

Food Liability Insurance Program (Accelerant Nat. Insurance Co.)



For final permit approval, you will need commercial general liability insurance that names "the City of Deadwood, its officers, employees and agents" as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084. The City must be named as an "additional insured." Please obtain the required insurance and mail an original insurance certificate to: City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.

Adopted March 2, 2026

**AFFIDAVIT OF APPLICANT**

**Advance Cancellation Notice Required:** If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched. I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Homestake Ame Legion

Auxiliary Unit 31 of Lead  
(Signature of Applicant/Sponsoring Organization)

Title: President

Date: 4-24-26

**VENDING**

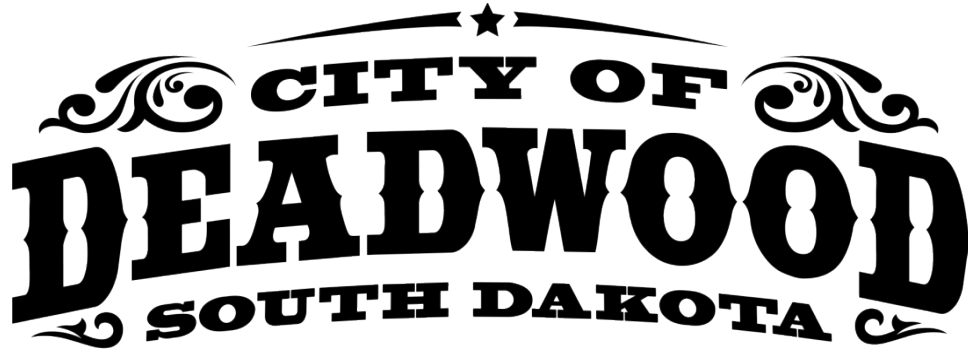
Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15th of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Adopted XXXXXX

## Attachment

- ① The city has allowed us to occupy 2 parking spots in the Siever Street parking area. Usually Thursday, Friday and Saturday.
- ② We have had access to an electrical "sandwich board" for the duration of the event. We believe the city has arranged that for us.
- ③ We set up on Tuesday and, in the past, had assistance from a city crew and a bobcat to help place the trailer. We will remove the trailer on Monday and would appreciate the assistance of said crew and bobcat once again.
- ④ To be able to place the trailer against the North wall, the historical wagon must be removed.
- ⑤ For the last few years, we have been given use of / access to the "railroad museum" room to store our products and supplies. We would appreciate the use of that area again, if possible.

Thank you.



## Event Complex Rental and Use Agreement

**Event:** Black Hills Veteran March and Marathon

**Date of Event:** 18-19 September 2026

**\*\* Disclaimer: In an event of a local emergency. The South Dakota Department of Public Safety, Wildland Fire Division agreement signed March 17, 2025, will take effect for incident command operations site at the Event Complex. The event would be canceled, and fees and deposits would be returned. \*\***

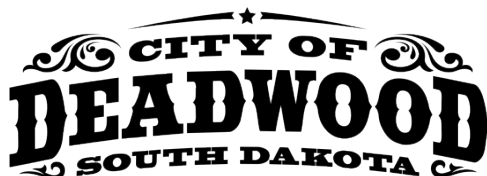
**\*\* Disclaimer: During Youth Sports seasons, Event Complex renters may need to share or relinquish parking spaces during games. Sporting events are set by third-party entities, and the City prioritizes youth and community activities. \*\***

The City of Deadwood has contracted with the Deadwood Chamber of Commerce and Visitors Bureau for the management and coordination of the Deadwood Event Complex. As an applicant for rental and use of any portion of the Deadwood Event Complex, you are required to contact the Chamber for coordination and assistance in the submittal of this application to the City. The Chamber can be contacted at the following address:

Deadwood Chamber of Commerce  
 501 Main Street  
 Deadwood, SD 57732  
 605-578-1876

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Outdoor Event Complex  
Deadwood, SD 57732

### Deadwood Event Complex Rental and Use Agreement

Event Name: Black Hills Veteran March and Marathon

**Contact Information:**

Name of Applicant: Quenten Johnson

Business/Organization: Black Hills Veterans March and Marathon

Mailing Address: 7130 Castlewood Dr

City, State Zip: Summerset, SD 57718

Business Phone: 605-580-6012 Cell Phone: \_\_\_\_\_

Email Address: Quenten.j.johnson.mil@army.mil

**Dates Event Complex requested:**

Set up Date(s): 18SEP26 Hour(s): 0900

Event Date(s): 19SEP26 Hour(s): 0630-2000

Clean-up Date(s): 19SEP26 Hour(s): 1800-2000

Approximate number of people who will attend: 350

I am applying to use the:  
(Please check property requested)

- Ticket Booth
- Main Grandstand Concession
- Main Grandstand Restrooms
- Crow's Nest
- VIP Grandstand
- Arena and Corral Areas
- Main Grandstand Seating
- Parking Lots
- Baseball Field(s)
- Baseball Field(s) Restrooms
- Safety Barriers
- Ferguson Field
- Ferguson Field Restrooms

Office use Only

- Key #
- Key #
- Key #
- Key #

- Jersey Barriers
- Open Container
- Pyrotechnics
- Water Usage

# Deadwood Event Complex Rental and Use Agreement

Event Name: Black Hills Veteran March and Marathon

### Compliance with Deadwood City Ordinances:

Please review the City of Deadwood Ordinances located on the City of Deadwood website: [www.cityofdeadwood.com](http://www.cityofdeadwood.com) or by calling (605) 578-2082.

- 1) Deadwood Codified Ordinance - Chapter 8.12 – Noise. This ordinance must be adhered to. A violation of this ordinance could be grounds for refusing future rental requests.
- 2) Deadwood Codified Ordinance – Chapter 5.28 Commerce within the City of Deadwood.

### Additional contacts:

Names & contact number of event representatives or sub-contractors (i.e. security, refuge, etc.):

Name: Quenten Johnson Title: Co-Chair  
 Phone: 605-580-6012 Representing: \_\_\_\_\_

Name: Jerico Morgan Title: Finish Line Chair  
 Phone: 605-360-3775 Representing: \_\_\_\_\_

Name: Sarah Wetzler Title: Rest Stop Co-Chair  
 Phone: 605-484-8684 Representing: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Representing: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Representing: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Representing: \_\_\_\_\_

# Deadwood Event Complex Rental and Use Agreement

**Renter Type:**     For-Profit     Private     Non-Profit     Government

(Check One)                      *Categories above defined in the Complex Guidelines and Information Sheet*

**Rental Fees:**

|                            | Event Complex Facilities | Parking Lots Only | Baseball Fields Only |
|----------------------------|--------------------------|-------------------|----------------------|
| <b>Private</b>             | \$35 / Hr.               | \$25 / Hr.        | \$25 / Hr.           |
|                            | \$300 / Day              | \$200 / Day       | \$100 / Day          |
| <b>Non-Profit</b>          | \$30 / Hr.               | \$25 / Hr.        | No charge            |
|                            | \$250 / Day              | \$150 / Day       | No charge            |
| <b>For Profit</b>          | \$75 / Hr.               | \$65 / Hr.        | \$35 / Hr.           |
|                            | \$500 / Day              | \$400 / Day       | \$300 / Day          |
| <b>Government Agencies</b> | No charge                | No charge         | No charge            |

**Ticketed Events:**

Events planning on the sale of tickets for attendees may choose to apply a ticket surcharge **for each ticket sold or pay the facility use fee. Surcharge includes 1 day of setup and event days. Events requiring additional set up/tear down days will be charged half the daily rental rate.** The City of Deadwood has a ticket surcharge, which is set and amended by resolution. **The City Of Deadwood reserves the right to apply the rental fees regardless of the ticket surcharge.**

**Rental Fees subject to change. Fees and deposits waived for Lead Deadwood School Activities.**

**Damage Deposit (Refundable):** \$1,250.00 minimum (no alcohol) or \$2,500.00 minimum (serving alcohol), **WHICH INCLUDES A \$250.00 NON-REFUNDABLE ADMINISTRATIVE FEE.**

**There will be an additional fee of half of the Event Complex Rental rate fee taken out of the deposit if anyone arrives prior to the set up date and time.**

**Key Deposit (One Key or All Keys) (Refundable):** \$100.00

**A cleaning/trash removal fee (Non-Refundable) of \$250.00 PER DAY applies for Event Complex. If additional bathrooms at Ferguson Field or the Ball Bark are needed, a fee of \$125.00 per day for each location applies.**

**A Streaming Fee of \$200.00 PER DAY applies IF USED.**

**Tent Rental, which is set and amended by resolution:**

- 10' by 10' Set up and take down.....\$200.00**
- 20' by 30' Set up and take down.....\$400.00**
- 20' by 40' Set up and take down.....\$600.00**


**Water Usage Fee of \$50.00 per event IF USED.**

**Deposit and Fees must be received before application can be approved.**

**City reserves the right to bill for additional fees if damages exceed deposit amount.  
Please read the Use Guidelines for cancellation and reservation policies.**

| <u>Fees</u>                                 |                      | <u>Request to Waive</u>             | <u>Refundable Deposits</u>                         |
|---|----------------------|-------------------------------------|--|
| Event Complex Facilities                    | \$ _____             | <input checked="" type="checkbox"/> | Key Deposit \$ <u>1250</u>                         |
| Baseball Fields                             | \$ _____             | <input checked="" type="checkbox"/> | Damage Deposit \$ _____                            |
| Parking Lots <b>ONLY</b>                    | \$ _____             | <input type="checkbox"/>            | <b>*Total Deposits \$ <u>1250</u></b>              |
| Add'l Set-Up/Tear Down                      | \$ _____             |                                     | <b>*minus Admin Fee of \$250.00</b>                |
| Tent(s)                                     | \$ _____             |                                     | <b>and early arrivals if any.</b>                  |
| Event Complex Cleaning<br>And Trash Removal | \$ <u>250</u>        |                                     | Alcohol Fee (Pg 18)<br>(\$100.00 per day) \$ _____ |
| Cleaning Baseball Restrooms                 | \$ _____             |                                     |  |
| Cleaning Ferguson Restrooms                 | \$ <u>125</u>        |                                     |  |
| Streaming                                   | \$ _____             |                                     |  |
| Water Usage                                 | \$ _____             |                                     |  |
| <b>Total Fees</b>                           | <b>\$ <u>375</u></b> |                                     |  |

Organization: Black Hills Veterans March and Marathon

Signature:  Digitally signed by JOHNSON,QUENTEN,JAMES.1153328877  
Date: 2026.04.23 06:29:45 -06'00' Date: 23APR26

Office Use only:  
Date Fees Paid: \_\_\_\_\_  
Date Deposit Paid: \_\_\_\_\_  
Fees Still Owed: \_\_\_\_\_  
Notes:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Acknowledgement of Use Rules and Regulations

1. The user assumes responsibility for damage to the rented building(s) and/or area(s) and its amenities during the time of usage, including any time rented for set-up and clean-up. Any property damaged beyond normal wear and tear may be replaced or repaired at the option of City of Deadwood at the user's expense. Liability will be the actual repair or replacement cost and will not be limited to the damage & cleaning deposit.

Initials QJJ

2. In the event there is damage to the Event Complex or its amenities, City of Deadwood or its appointed agent will notify the undersigned user of the nature and extent of the damage. City of Deadwood will provide an appraisal of the repair or replacement within 30 days of the event. Refund will be discussed at the next event committee meeting, which is the last Thursday of each month. If approved, refund will be issued after the City Commission meeting on the 1<sup>st</sup> or 3<sup>rd</sup> Monday of each month. The user will be billed for any amount that exceeds the damage/cleaning deposit.

Initials QJJ

3. The user agrees to leave the building and grounds in as good or better condition at the end of the event. Any additional clean-up required after the event will be billed to the user at a rate of \$150.00/hour/employee

Initials QJJ

4. A concessionaire is provided for approved special events at the Deadwood Event Complex based on the size of the event and the needs of the event organizer. The concessionaire has a guaranteed dollar amount of two hundred and fifty (\$250.00) dollars per day to the Concessionaire when the concession is requested by the Event Organizer. If the event does not produce the two hundred and fifty (\$250) dollars per day, the event organizer shall be required to cover the shortfall to the Concessionaire. The guaranteed dollar amount shall be paid to the Concessionaire if events are canceled within 72 hours of the event as the concessionaire has at that point prepared for the event taking place. If the event is canceled prior to 72 hours from the event, the Concessionaire shall not be guaranteed the two hundred and fifty (\$250.00) dollars per day.

Initials QJJ

5. The user is responsible for removal of trash and placing it in a dedicated area. All trash must be bagged.

Initials QJJ

6. I understand and agree: (Please Check Box for your Acknowledgement)

- The person in charge of the event must be in attendance at all times during the event. I have read & signed the Alcohol Policy form.
- All guests must remain in the vicinity of the building/area rented and are not allowed to roam the Event Complex or enter other buildings.
- The person in charge must keep the guests off the Football Field unless granted permission to use from the Deadwood City Commission for the event.
- Smoking on City property, including the Event Complex, is prohibited except in designated areas. No person shall smoke or carry any lighted smoking instrument, any cigar, cigarette, pipe, electronic cigarette on any City property.
- If the fire alarms sound, the person in charge will instruct all guests to evacuate to a safe distance outside the building(s) until such time as the Fire Department allows re-entry.

- The person in charge will not allow anyone to interfere with the fire alarm system.
- All vehicles must be parked in designated parking areas. No vehicles are to be parked in the Fire Lanes surrounding the buildings.
- The event representative understands and agrees to immediately pay for any damage or cleaning that exceeds the deposit amount.
- If decorations are used, only painter's tape (low adhesive) can be used on any surfaces. No holes may be made in Event Complex property. Renter must remove all decorations and attachments.
- No alterations can be made to the buildings or grounds, without the express permission of City of Deadwood. This includes, but is not limited to, installation of equipment, installation of wiring, cable or other devices or any alteration of the building.
- Unless otherwise specified by the City Commission, all events must end by 10:00 p.m. Sunday – Thursday and 11:00 p.m. Friday – Saturday. Any event permitted may be required to have security present.
- Noise that may cause inconvenience, annoyance or alarm to others is not permitted. Any event that generates excessive noise must take place between the hours of 7:00 a.m. – 10:00 p.m. only and must comply with Noise Regulations found in the City of Deadwood Codified Ordinance.
- In case of an emergency, such as a fire, dial 911. In the case of a non-emergency, the Deadwood Police Department number is (605) 578-2623, Deadwood Fire Department number is (605) 578-1212 and the Lawrence County Sheriff's Office number is (605) 578- .
- In case of issues related to the Event Complex during off business hours such as electrical problems, wastewater issues, lighting problems, property related issues, etc. contact Lawrence County Dispatch at (605) 578-2230. The proper authority will be dispatched to remedy the problem. If the problem occurs during business hours (7am-4pm M-F) contact the Deadwood Public Works Department at (605) 578-3082.

Initials QJJ

7. Outdoor/Animal Events: (Check Acknowledgement)

- Event representatives are responsible for removal of all animal waste, feed, straw and garbage.
- Event representatives are responsible for cleaning all areas utilized including the staging areas, grounds, seating areas, parking areas, and buildings.

Initials QJJ

\*\*Local Non-Profits may be available to assist. If hiring a contractor, contractor must have proof of insurance and contractor's license.

## Insurance and Liability

---

### Overview:

When city facilities are used by the general public for special events which pose a high risk of injury (e.g. outdoor recreational activities or athletic events), a signed Waiver of Liability, Indemnification, and Medical Release should be required of each participant.

The waiver form should not be significantly modified. It has been written to comply with a 1994 Supreme Court decision, which stated:

- Pre-injury releases are much more likely to be deemed valid and enforceable when they are written on a separate document--that is, not imbedded in an application, rental agreement or sign-up sheet;
- Unless the intention of the parties is expressed in unmistakable language, an exculpatory clause will not be deemed to insulate a party from liability for his own negligent acts...what the law demands is that such provisions be clear and coherent; and
- The more inherently dangerous or risky the recreational activity, the more likely that an anticipatory release will be held valid.

The form can and should be modified to specifically identify the activity involved. In the case of a particularly dangerous activity, the level of risk involved should also be stated. For example, it may not be sufficient to name the activity "motorcycle stunts." The release form should specify the level of difficulty of the stunts.

---

### NOTE:

*High risk activities warrant the use of either a Facilities Use Agreement which requires the user to carry liability coverage, or participant liability waivers, or both. The process of determining when to require insurance of the user and/or when to require signed waivers of participants can be a difficult one. Unfortunately, with the wide variety of activities, events and facilities across City government, there is no way to establish a standard policy to specifically address all cases. **Please contact the City of Deadwood's Safety Director for guidance at 605-578-2082.***

---

The following pages include:

- Facilities Use Agreement Indemnification and Insurance Clause
- Insurance Agency Information.
- Event Sponsor Release and Indemnification Agreement
- Release and Waiver of Liability, Assumption of the Risk and Indemnity Agreement and Consent to Medical Treatment
- Release and Waiver of Liability, Assumption of the Risk and Indemnity Agreement and Consent to Medical Treatment for Minor(s)

## Facilities Use Agreement Indemnification and Insurance Clause

User agrees to indemnify and hold the City, and its officers, agents and employees harmless from any and all liability, damages, actions, claims, demands, expenses, judgments, fees and costs of whatever kind or character, arising from, by reason of, or in connection with the use of the facilities described herein. It is the intention of the parties that the City, and its officers, agents and employees shall not be liable or in any way responsible for injury, damage, liability, loss or expense resulting to the user and those it brings onto the premises due to accidents, mishaps, misconduct, negligence or injuries, either in person or property.

User expressly assumes full responsibility for any and all damages or injuries which may result to any person or property by reason of or in connection with the use of the facilities pursuant to this agreement and agrees to pay the City for all damages caused to the facilities resulting from user's activities hereunder.


User represents that its activities, pursuant to this agreement, will be supervised by adequately trained personnel, and that user will observe, and cause the participants in the activity to observe, all safety rules for the facility and the activity. User acknowledges that the City has no duty to and will not provide supervision of the activity.

User shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than one million dollars (\$1,000,000) for each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two times the occurrence limit. Five days prior to commencement of this Agreement, User shall furnish the City with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and provide that such insurance shall not be canceled, except on 30 days' prior written notice to the City. The City Commission reserves the right to require additional commercial general liability insurance necessary to protect the interests of the City.

***I have read this Facilities Use Agreement Indemnification and Insurance Clause***

Organization: Black Hills Veteran March and Marathon

Name: Quenten J Johnson Title: Co-Chair

Signature:  Date: 23APR26

Digitally signed by  
JOHNSON.QUENTEN.JAMES.1153328877  
Date: 2026.04.23 06:32:54 -06'00'

## Liability Insurance

---

Liability Insurance coverage is required for your event or facilities rental.

Name of Insurance Company: \_\_\_\_\_

Agent's Name: \_\_\_\_\_ Policy Type: \_\_\_\_\_

Phone: \_\_\_\_\_ Policy No.: \_\_\_\_\_

Agent's Address: \_\_\_\_\_

Please obtain the required insurance and mail an original insurance certificate to:

City of Deadwood  
Attn: Finance Office  
102 Sherman Street  
Deadwood, SD 57732.

---

## Event Sponsor – Release and Indemnification Agreement

***This is a Release of Liability Indemnification Agreement. Special Events Holder must read carefully before signing.***

In consideration for being permitted to engage in the following special event activities on Deadwood property (describe in detail):

The BHVMM is a way to honor the sacrifices of the nation's service men and women. It's a 26.2 mile March and Marathon that starts in Rochford and ends at the Deadwood fairgrounds. The events at the fairgrounds include the race finish, a catered meal with donated beverages to include beer, and possibly musical entertainment.

All festivities will be concluded by 8PM. All funds raised for the event helps pay for the current and future events and the rest is donated to various veterans organizations.

Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities may be dangerous and do or may involve risks of injury, loss of damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

**The BHVMM does carry a 1 million dollar policy.**

Initials QJJ

- B. If required by this paragraph, we agree to require each participant in our special event to execute a RELEASE AND INDEMNIFICATION AGREEMENT for ourselves and for Deadwood, on a form approved by Deadwood. Contact Deadwood Parks, Recreations and Events Director for determination: 605-578-2082.

Participant Release and Indemnification required? YES  NO

Initials QJJ

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to Deadwood, for the duration of the above described activities.

Initials QJJ

- D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risk of injury, loss or damage to us or any other related third party arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of Deadwood, its officers, its employees, or by any other cause.

Initials QJJ

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge Deadwood, its officers, and its employees, from any and all claims, demands and actions for such injury, loss, or damage arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of Deadwood, its officers, its employees, or by any other cause.

Initials QJJ

F. We Further agree to defend, indemnify, and hold harmless Deadwood, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims and demands, including any third party claim asserted against Deadwood, its officers, employees, insurers, or self-insurance pool, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss of damage, or any other kind of loss of any kind whatsoever, which arises out of or are in any way related to the above described activities. Whether or not caused by our act, omission, negligence, or other fault of Deadwood, its officers, its employees, or by any other cause.

Initials QJJ

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said agreement extends to all acts, omission, negligence, or other fault of Deadwood, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as permitted by the laws of the State of South Dakota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Initials QJJ

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of South Dakota, and that jurisdiction and venue for any suit of cause of action under this agreement shall lie in the courts of Lawrence County, South Dakota.

Initials QJJ


I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are full discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

Initials QJJ

**IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT** is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

Organization: Black Hills Veteran March and Marathon

Name: Quenten J Johnson Title: Co-Chair

Signature:  Digitally signed by JOHNSON.QUENTEN.JAMES.1153328877 Date: 2026.04.23 06:42:58 -06'00' Date: 23APR26

# Release and Waiver of Liability, Assumption of the Risk and Indemnity Agreement and Consent to Medical Treatment

By my signature below, I acknowledge that I am aware of, appreciate the character of, and voluntarily assume the risks involved in participating in:

**Black Hills Veteran March and Marathon**

**Black Hills Veteran March and Marathon**


By my signature below, on behalf of myself, my heirs, next of kin, successors in interest, assigns, personal representatives, and agents, I hereby:

1. Waive any claim or cause of action against and release from liability the City of Deadwood, its officers, employees, and agents for any liability for injuries to my person or property resulting from my participation in the activity listed above;
2. Agree to indemnify and hold harmless the City of Deadwood, its officers, employees and agents for any claims, causes of action, or liability to any other person arising from my participation in the activity listed above; and
3. Consent to receive any medical treatment deemed advisable during my participation in the activity listed above.

I have read this Release and Waiver of Liability, Assumption of the Risk and Indemnity Agreement and Consent to Medical Treatment, and fully understand its terms, understand that I have given up substantial rights by signing it, and have signed it freely and voluntarily without any inducement, assurance, or guarantee being made to me and indent my signature to be complete and unconditional release of liability to the greatest extend allowed by law.

Name: Quenten Johnson Date of Birth: 9APR78

Address: 7130 Castlewood Dr  
Summerset, SD 57718

Signature:  Date: 23APR26

Digitally signed by  
JOHNSON.QUENTEN.JAMES.1153328877  
Date: 2026.04.23 06:44:17 -06'00'

# Release and Waiver of Liability, Assumption of the Risk and Indemnity Agreement and Consent to Medical Treatment

By our signatures below, we acknowledge that we are aware of, appreciate the character of, and voluntarily assume the risks involved in participating:

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By our signatures below, on behalf of ourselves, our heirs, next of kin, successors in interest, assigns, personal representatives, and agents, we hereby:

1. Waive any claim or cause of action against and release from liability the City of Deadwood its officers, employees, and agents for any liability for injuries to person or property resulting from participation in the activity listed above;
2. Agree to indemnify and hold harmless the City of Deadwood, its officers, employees, and agents for any claims, causes of action, or liability to any other person arising from participation in the activity listed above;
3. Consent to receive any medical treatment deemed advisable during participation in the activity listed above; and
4. Acknowledge that we are signing below as a minor child and as the parent or legal guardian of the minor child named below.

**I have read this Release and Waiver of Liability, Assumption of the Risk and Indemnity Agreement and Consent to Medical Treatment, and fully understand its terms, understand that I have given up substantial rights by signing it, and have signed it freely and voluntarily without any inducement, assurance, or guarantee being made to me and indent my signature to be complete and unconditional release of liability to the greatest extend allowed by law.**

Minor's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Guardian's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## City of Deadwood Building Rental Rules

\*Building Rental Rules only apply if the event is utilizing the grandstands, crow’s nest, or ticket booth.


In addition to the rental agreement, the following rules are in force:

- No fog machine or similar device may be used in the buildings as they will set off the smoke alarms.
- No alcohol is allowed on any portion of the Event Complex unless consent has been given by City of Deadwood, and the Alcohol Policy has been signed and approved.
- No nails, staples, or tacks to be put on any City property. Painter’s tape (low adhesive) is allowed.
- All decorations must be flame retardant in accordance with fire code.
- All exit lights must remain uncovered and visible.
- Handicapped area in the main grandstands must remain clear, no standing or blocking the walkway.
- No smoking is allowed on any city property, except designated areas. No person shall smoke or carry any lighted smoking instrument, any cigar, cigarette, pipe, electronic cigarette or other smoking equipment on city property.
- At 10:00 p.m., music must be shut off or turned down so it cannot be heard outside of the Event Complex.
- Propane usage allowed with City of Deadwood’s prior consent.
- Clean up after your event, including but not limited to:
  - Sweep floors & mop spills and wipe down countertops
  - Empty trash in building & dispose of in receptacles outside
  - Take down any and all decorations and remove tape
  - Pick up trash within the entire Event Complex
- Deposit will be returned after the Event Complex is inspected. The deposit is available for return after the inspection and no deficiencies have been reported.

I have read and understand these rules.

Organization: Black Hills Veteran March and Marathon

Name: Quenten Johnson Title: Co-Chair

Signature:  Digitally signed by JOHNSON,QUENTEN.JAMES.1153328877 Date: 2026.04.23 06:45:04 -06'00' Date: 23APR26

## Event Complex Parking Requirements

\*Event Complex Parking rules and requirements apply to all parking used within the Complex, as well as the parking in immediate adjacent properties.

The following rules are in force:

- A parking plan must be submitted as an attachment to this application and include the following information:
  1. Estimated attendance including Staff, spectators, and/or participants
  2. Parking Lots requested and location of proposed attendants
  3. Detailed drawing of proposed traffic flow and access; both pedestrian and vehicular
- Parking assistance required for events that use parking lots for spectators or contestants
- Fire lanes must be kept clear
- Number of Parking Attendants Required:
  - One Attendant located at the gate during the event at all times
  - One additional attendant for every 500 spectators or contestants

\*Example: 1000 people in attendance with contestants, staff, and/or participants would require one gate attendant and two parking attendants
- Failure to provide required attendants will be billed \$100.00 per hour per attendant and City will assign attendants

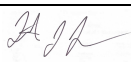
Additional Notes:

1. High visibility vests with Deadwood Event Complex identified on them will be available in the Ticket Booth.
2. Large map of Complex will be on display in Ticket Booth for communication.
3. Absolutely no parking on fields without prior written approval from Parks, Recreations and Events Director. City reserves the right to bill for additional fees if damages occur.

I have read and understand these rules.

Organization: Black Hills Veteran March and Marathon

Name: Quenten Johnson Title: Co-Chair

Signature:  Digitally signed by JOHNSON,QUENTEN,JAMES.1153328877 Date: 2026.04.23 06:45:45 -06'00' Date: 23APR26

### Responsibilities to and of the Concessionaire

- A. The Concessionaire shall sell quality food and beverages; schedule and provide full maintenance of the concession premises; employ, train, and supervise personnel with appropriate qualifications and experience to assist in such functions; perform or supervise employees in the performance of all other tasks related to the operation, maintenance of the concession premises; and pay for and obtain all licenses and permits necessary for the operation of the concessions granted. The Concessionaire may offer the sale of additional items from the Concession Premises but shall be limited to food and beverage and approved by the Deadwood City Commission.
- B. The Concessionaire shall not sell any alcohol. Alcohol during events held at the Deadwood Event Complex is the sole responsibility of the Event Organizer. The event organizer will have access to the coolers and the outside bars in the facility.
- C. Concessionaire shall at its own expense, at all times, keep the Concession Premises and areas within twenty-five (25) feet thereto in a neat, clean, safe, and sanitary condition; and keep the glass of all windows and doors serving such areas clean and presentable. Concessionaire shall furnish all cleaning supplies and materials needed to operate such areas in the manner prescribed in this agreement; Concessionaire shall provide or perform all necessary janitorial service to adequately maintain the inside and outside of such areas including concession seating. Concessionaire shall be responsible for keeping the areas within twenty-five (25) feet of the perimeter of such areas free of litter and clean of spills resulting from concession operations. The concessionaire shall be obligated to maintain a regular cleaning schedule, as well as a regular extermination service schedule.
- D. Garbage collection within the concession premises and within twenty-five (25) feet of the premises shall be maintained by the Concessionaire and disposed into a dumpster provided by the Event Organizer. The Concessionaire shall **NOT** pay for garbage service during events.
- E. Concessionaire shall be open for business during all special events approved by City Commission where the concession service is requested for the Deadwood Event Complex. The hours of operation of the concession premises shall coincide with the hours of the event scheduled and the hours of operation shall be coordinated between the Concessionaire and the Event Organizer.

A component of the facility use agreement is a guaranteed dollar amount of two hundred and fifty (\$250.00) dollars per day to the Concessionaire when the concession is requested by the Event Organizer. If the event does not produce the two hundred and fifty (\$250) dollars per day, the event organizer shall be required to cover the shortfall to the Concessionaire. The guaranteed dollar amount shall be paid to the Concessionaire if events are canceled within 72 hours of the event as the concessionaire has at that point prepared for the event taking place. If the event is canceled prior to 72 hours from the event, the Concessionaire shall not be guaranteed the two hundred and fifty (\$250.00) dollars per day.

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**I have read and understand the responsibilities to and of the concessionaire as they relate to the rental agreement and the use of the Deadwood Event Complex.**

Organization: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Alcohol Policy for Facility Rentals

No alcohol is allowed in any building or on the grounds of the City of Deadwood Event Complex, including the parking area without the expressed consent of City of Deadwood. To obtain permission to serve or have alcoholic beverages the City Finance Office MUST be contacted, at (605) 578-2600. Alcoholic beverages are NOT permitted outside of the Event Complex.


The sale of alcoholic beverages may be allowed by acquiring a special alcoholic beverage license from the City of Deadwood per Deadwood Codified Ordinance Chapter 5.04 Alcoholic Beverages Sections 5.04.070, 5.04.090 and 5.04.100 and South Dakota Codified Law Title 35. The process to obtain alcohol licenses may take up to 45 days.

Again, alcoholic beverages are NOT permitted outside of the Event Complex. The Finance Office MUST be contacted, at (605) 578-2600 then after review of the request for the serving of alcoholic beverages, the City Commission will approve or disapprove of the request. User will receive notification in written form from the City Finance office of the Commission action.

For those functions where consent has been given the following rules must be followed:

- At any event where alcohol is available, the renter must provide, at their expense, licensed servers unless otherwise approved by the Deadwood City Commission. A copy of the license must be provided to the City of Deadwood prior to the event.
  - The renter will also, at their expense, provide adequate licensed certified security to cover the event. A copy of the license and security certification must also be provided to the City of Deadwood prior to the event. The entity can submit an "alternative" to a licensed certified security company, but the "alternative" security will generally entail having a certified police officer on site (off-duty officer is okay). The City will also need to be provided with their name & a copy of their certification, & they need to agree not to drink alcohol themselves.
  - Keys for the facilities will not be issued until this information is received and confirmed.
  - The renter is solely and wholly responsible to ensure all rules and regulations in regards to the serving of alcohol are followed.
- YES**, we will have alcohol at the contracted event and will abide by the Event Complex Alcohol Policy.
- NO**, we will not have alcohol at the contracted event and agree to police the buildings and parking area to ensure no alcohol is present at the event.

Organization: Black Hills Veteran March and Marathon Name: Quenten Johnson

Title: Co-Chair Signature:  Digitally signed by JOHNSON,QUENTEN.JAMES.1153328877 Date: 2026.04.23 06:47:00 -06'00'

Dates/Times Alcohol will be served: 19SEP26 from about 1200 to 2000

Business name who will be serving: \_\_\_\_\_

## General Business within the Event Complex

1. If you will be selling any items (tangible personal property), you and vendors must present a copy of South Dakota Sales Tax Licenses. For information on sales tax licensing contact the following:

South Dakota Department of Revenue Office  
 445 East Capitol Ave  
 Pierre, SD 57501-3185  
 (605) 773-3311

Initials \_\_\_\_\_

2. If vendors are intended to be used during an approved event at the Deadwood Event Complex, all vendors shall comply with Chapter 5.28 of the Deadwood Codified Ordinances. This Ordinance is included within the guidelines and information packet for reference. In addition, vendors will be limited to designated areas (as indicated on the Event Complex site plan) within the Event Complex unless otherwise approved by the Deadwood City Commission. As the event organizer you understand the laws related to general business and vending within the City limits of Deadwood.

Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15<sup>th</sup> of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Initials \_\_\_\_\_

3. As the event organizer and the renter of the Event Complex you shall ensure all sales from any proposed business activities (vendors or the event itself) will not compete with products sold from the concession facility and the concessionaire provided through the City of Deadwood.

Initials \_\_\_\_\_

4. The user acknowledges the City of Deadwood has contracted a concessionaire to operate the concession spaces within the Deadwood Event Complex. The responsibilities in regards to the concessionaire and the concession space have been provided and are understood by the event organizer/user of the Event Complex.

Initials \_\_\_\_\_

Organization: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Event Complex Sign and Banner Policy

1. Approved events proposed for the Deadwood Event Complex are exempt from Chapter 15.32 Signs of the City of Deadwood Code for all signage and banners located within the event venue. Any proposed banners or signs on the outside of the perimeter fencing will be subject to permitting and the process for approval as part of Deadwood Codified Ordinance Chapter 15.32
2. All signage and banners may be installed at the beginning of the approved rental time and shall be removed within 24 hours of completion of the event. City Staff will remove banners remaining beyond the time for removal at a cost of \$150.00 per hour per person.
3. The City Planner and the Building Inspector shall approve any proposed signage proposed outside of the venue near the primary entrance to the Event Complex prior to the event. Signage proposed for way finding or entrance signage between Highway 14A/85 and Crescent Street may require South Dakota Department of Transportation and/or Deadwood Planning and Zoning Commission approval, proper timing and planning will be required and is important in regards to approval of signage outside of the Event Complex.
4. The installation of all signage and banners shall be presented to the City of Deadwood prior to installation to prevent damage to City Property and to ensure compliance to the City of Deadwood Codified Ordinance Chapter 15.32. Attach a written plan with quantities, sizes, and locations of all signs and banners.

**I have read the Sign and Banner Policy for the City of Deadwood Event Complex, fully understand its terms, understand that I shall abide by Deadwood Codified Ordinance 15.32, and have signed it freely and voluntarily.**

Organization: Black Hills Veteran March and Marathon

Name: Quenten Johnson

Title: Co-Chair

Signature:  Digitally signed by JOHNSON.QUENTEN.JAMES.1153328877 Date: 2026.04.23 06:47:53 -06'00'

Date: 23APR26

## City of Deadwood Equipment and Services

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### Limitations on the Provision of City Services; Cost and/or Fees

- A. Approval for use of the Deadwood Event Complex does not obligate or require the City to provide services, equipment, or personnel in support of an event.
- ~~B.~~ If the City provides services, equipment, or personnel in support of an event, the City will charge the event organizer a cost determined by the Department Head in supervision of the services provided.
- C. If the City is a co-sponsor of an event, city services, equipment, or personnel may be provided to support the event without charge.

### Equipment and Services Provided (Included in Rental Fees)

#### Public Works Department

- Electricity (existing facilities only – additional power is the responsibility of the renter with approval from the Public Works Director)
- Water and Sewer (existing facilities only – additional services are the responsibility of the renter with approval from the Public Works Director)
- Yard Hydrants (water sources) – The City has several yard hydrants available upon request throughout the property; however, hoses, stock tanks, etc. are the responsibility of the event organizer.
- Limited grading, scarifying, compacting the Arena Surface Prior to the Set-up of the Event
- Installation and tear down of traffic control devices and signs the City has available. The traffic control devices and signs are limited to the inventory of the City of Deadwood and what have been used during events held in the event complex in the past.
- Providing for and setting up of fencing at the SDDOT shop yard for overflow parking if requested. The agreement between the SDDOT and the City requires this property be set-up a particular way, utilized specifically, and restored to the condition it was in prior to the use.
- Fence/Corral Panels – The City may provide fence and/or corral panels owned by the City of Deadwood if they are available. The installation of all fence panels as part of an event will be the responsibility of the renter.
- Cleaning of the Grandstands is the responsibility of the event organizer. In addition, if the existing facilities are not adequate for the projected number of patrons' additional facilities are the responsibility of the renter.

Police Department

- Parade Escort for parades directly related to the event.
- If the route involves state highways, please click the link below to submit a SD DOT Permit to Occupy Right-Of-Way.  
[https://www.state.sd.us/eforms/secure/eforms/S\\_E0903v1\\_PermitToOccupyROW.pdf](https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf)
- Traffic Control related to exiting of patrons at the intersection of Seventy-Six Drive and Highway 85/14A. This service shall be determined in advance if needed.

**Equipment and Services upon Request and Availability with Cost (NOT Included in Rental Fees)**Public Works Department

- Fire hydrants will NOT be available for event usage at any time and shall be kept clear for access in case of emergency.
- Additional services not specifically listed below shall be considered, evaluated, and determined if the City will provide the service. If the service can be provided a cost, if required, will be determined in writing prior to the event.

## Arena prep work including:

- Additional grading, scarifying, compacting the Arena Surface after set-up of the event
- Pumping of water from the Arena Area
- Additional Dirt or Sand for the Arena
- Fence panel installation and tear down
- Snow removal from or hauling snow into event complex
- Water – Bulk amounts of water used for dust control, snowmaking, etc.

## General Event Complex Services:

- Garbage pick-up
- Costs for emptying City dumpsters if utilized
- Clean up of animal droppings during events

## Equipment/Machinery with a City Employee Operator ONLY:

- Motor grader
- Loader
- Dump Truck
- Skid Steer / Bobcat
- Sweeper (Large or Small)
- Bucket Truck
- Water Tank Truck

Police Department

- Traffic Control – Any traffic control assistance beyond what is provided with the use of the facility
- Security Services – Security services shall be a request to the Chief of Police and the availability of personnel may prohibit this service from being provided.

Fire Department

- On-site Staff and/or equipment: If the approved event requires Fire Department staff and/or equipment to be on-site due to the nature of the event.

### Renter Reference Sheet

Renter/Organization Name: Black Hills Veteran March and Marathon

**Requirements (first time renter):**

- 3 References from a previous event location in which you hosted an event.
- References cannot be a part of your organization or event.
- Each Reference must have complete information.

The City of Deadwood may contact references to evaluate your performance as a renter.

1) Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City/State: \_\_\_\_\_ Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_ Email: \_\_\_\_\_

2) Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City/State: \_\_\_\_\_ Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_ Email: \_\_\_\_\_

3) Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City/State: \_\_\_\_\_ Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_ Email: \_\_\_\_\_


I have read the foregoing rental agreement and all of the attachments as well as the use guidelines and information, which can be found at <https://www.cityofdeadwood.com/parksrec>

I fully understand my rights and obligations in connection with use of the Deadwood Event Complex.

**RESERVATIONS WILL NOT BE CONFIRMED UNTIL THE SIGNED FACILITY USE AGREEMENT AND FULL PAYMENT IS RECEIVED.**

Organization: Black Hills Veteran March and Marathon

Name: Quenten Johnson Title: Co-Chair

Signature:  Digitally signed by JOHNSON.QUENTEN.JAMES.1153328877 Date: 2026.04.23 06:49:10 -06'00' Date: 23APR26

Daytime Phone Number: 605-580-6012

Date of your Event(s): 18-19SEP26 Group/Event Name: Black Hills Veteran March and Marathon

Return this form to the  
Planning and Zoning Office  
By email:  
[leah@cityofdeadwood.com](mailto:leah@cityofdeadwood.com)  
By mail:  
108 Sherman Street,  
Deadwood, SD 57732



Questions? Contact the  
Planning and Zoning Office  
(605) 578-2082 or  
[leah@cityofdeadwood.com](mailto:leah@cityofdeadwood.com)

### Monthly Vending Report

### Convention Center, Event Complex, Outlaw Square

Complete one (1) report for each event.

Report is due on the 15<sup>th</sup> of every month for any event scheduled to occur the following month.

Municipal Code 5.28.060 (C): Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15<sup>th</sup> of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Report Date: \_\_\_\_\_ Event Date: \_\_\_\_\_

Name of Person Completing Form: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Check here if no event is scheduled for next month:

Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_

**List of Vendors**  
*List all anticipated vendors for the applicable event.*  
*Please use as many additional sheets as necessary.*

Page 1 of \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

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**Monthly Vending Report – Additional Sheet**

**Report Date:** \_\_\_\_\_ **Page** \_\_\_\_\_ **of** \_\_\_\_\_

**Event Name:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

**Event Location:** \_\_\_\_\_

-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

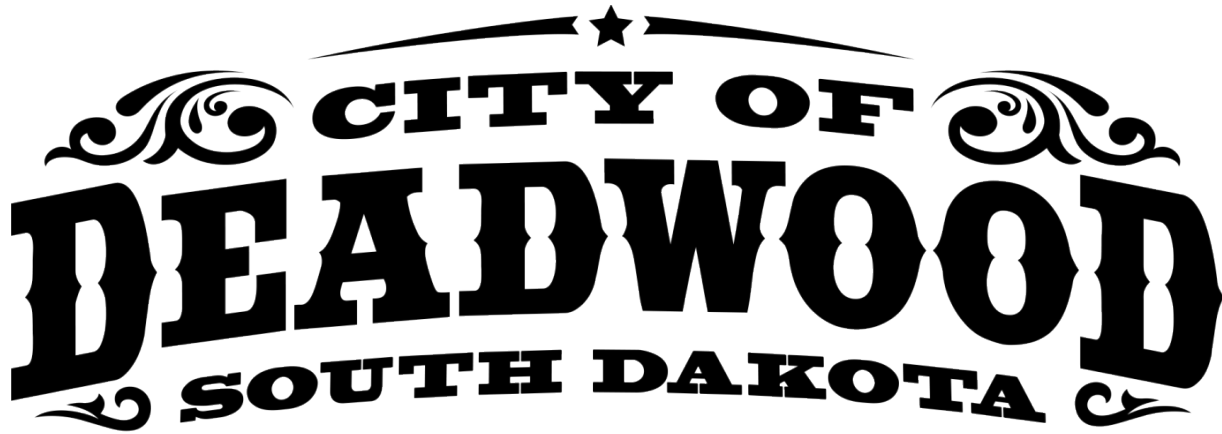
-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_



# **City of Deadwood Special Event Permit Application and Facility Use Agreement for**

Harley Davidson Activation Demo Rides Lower Main Lot August 4 August 14, 2026

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## **Instructions:**

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted October 7, 2024

### EVENT INFORMATION

|                                      |                                    |   |                                    |                                 |                                  |
|--------------------------------------|------------------------------------|---|------------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour        | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input checked="" type="checkbox"/> Other |                                    |                                 |                                  |

Event Title: Harley Davidson Activation Demo Rides Lower Main Lot August 4 August 14, 2026

Event Date(s): August 4 August 14, 2026 Total Anticipated Attendance: ?  
(month, day, year)

(# of Participants \_\_\_\_\_ # of Spectators \_\_\_\_\_)

Actual Event Hours: (from: 9 am AM / PM (to): 5 pm AM / PM)

Location / Staging Area: Welcome Center Lower Main lot

Set up/assembly/construction JAugust 3 Start time: 6 am AM / PM

Please describe the scope of your setup / assembly work (specific details): \_\_\_\_\_  
Demo Trailer along with motorcycles will be set up in lower main lot on Pioneer Way side, west side of lot  
using 250' of lot space

Dismantle Date: August 14 Completion time: 10 pm AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: Lower Main Parking Lot

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles which would require an entire street closure from Wall Street to Deadwood Street will require security be provided at Deadwood Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security may be required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Adopted October 7, 2024

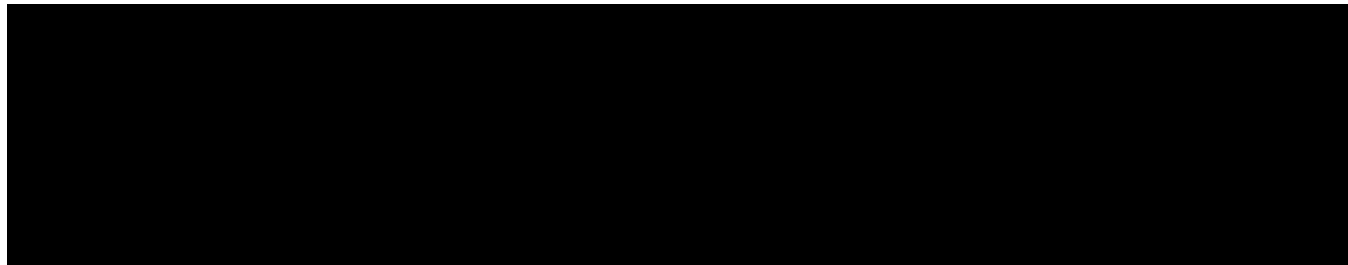
**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Harley Davidson

Chief Officer of Organization (NAME): Stacy Blasel



Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(city) (state) (zip code)

Contact person "on site" day of event or facility use Scott Pfieler Pager/Cell #: 414 207 1147

**(Note:** This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If **YES**, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If **YES**, please explain the purpose and provide amount(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OVERALL EVENT DESCRIPTION:  
ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

This is a reoccurring event that has taken place at the Lower Main Lot, it's part of Harley Davidsons Deadwood Activation, which includes events at Outlaw Square. Set up will begin on Tuesday, August 4 at 7 am, with activation event starting on Weds, August 5, through Friday, August 14th. Set up will be in lower main lot on Pioneer Way side, utilizing 1st 3 lanes of the parking lot, approximately 250' of space, up to the first light pole. \*See attached map of layout. Demo rides will be from 9 5 each day.

Signs will be used within lot promoting Demo ride. Static bikes on display in front of Welcome Center, 4 total.

Banner placement on Welcome Center facade to promote the demo rides \*see attached photo for sample placement. Banner fee will be paid

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- |                                     |                                     |   |
|-------------------------------------|-------------------------------------|---|
| NO                                  | YES                                 |   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does the event involve the sale or use of alcoholic beverages? If <b>YES</b> , please provide your liquor liability insurance information to the last page of this application.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Will Items or services be sold at the event? If <b>YES</b> , please describe: _____<br>_____<br>_____   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does this event involve a moving route of any kind along streets, sidewalks, or highways? If <b>YES</b> , attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does this event involve a fixed venue site? If <b>YES</b> , attach a detailed site map showing all street impacted by the event.  |

Adopted October 7, 2024

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

- Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas.

- Food Concession and / or Food Preparation Area(s).

Please describe how food will be served at the event: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

If you intend to cook food in the event area, please specify the method to be used:

GAS       ELECTRIC       CHARCOAL       OTHER(SPECIFY): \_\_\_\_\_

- First Aid Facilities and Ambulance locations.

- Tables and Chairs.

- Fencing, Barriers and / or Barricades.

- Generator Locations and / or Source of Electricity.

- Canopies or Tent Locations.

Tent Rental with Approved Special Event, which is set and amended by resolution, paid to the City of Deadwood:

|                                       |          |
|---------------------------------------|----------|
| 10' by 10' Set up and take down ..... | \$200.00 |
| 20' by 30' Set up and take down ..... | \$400.00 |
| 20' by 40' Set up and take down ..... | \$600.00 |

- Booths, Exhibits, Displays or Enclosures.

- Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.

- Vehicles and / or Trailers.

- Trash Containers and Dumpsters.

**(NOTE):** You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.

Number of trash cans: \_\_\_\_\_      Trash Containers w / lids: \_\_\_\_\_

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: HD Staff will handle the clean up daily at the event  
 \_\_\_\_\_  
 \_\_\_\_\_

Other Related Event Components not covered above. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### **SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both **Crowd Control** and **Internal Security**: \_\_\_\_\_  
HD staff will handle daily security private security firm hired for overnight

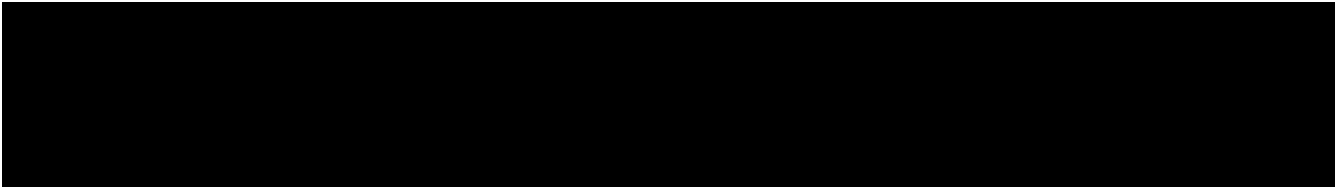
Please describe your Accessibility Plan for access at your event by individuals with disabilities: \_\_\_\_\_  
Lower main lot is ADA compatible

**REQUIRED: It is the applicant’s responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.**

NO YES

Have you hired any Professional Security organization to handle security arrangements for this event? If **YES**, please list:

Security Organization: Badlands Security



NO YES

Is this a night event? If **YES**, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: \_\_\_\_\_

Please indicate what arrangements you have made for providing **First Aid Staffing and Equipment**?

Number N/A Ambulance(s) – How provided? \_\_\_\_\_

Number N/A Emergency Medical Technicians – How provided? \_\_\_\_\_

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD’s property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT’s property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD’s property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: WM

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT’s use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: WM

Adopted October 7, 2024

**PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT**

Please describe your plans to notify all residents, businesses and churches impacted by the event: \_\_\_\_\_

Residents and businesses will be notified through Public Hearing notifications

**ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES**

NO YES

Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: \_\_\_\_\_

Number of Bands: \_\_\_\_\_

Type of Music: \_\_\_\_\_

Will **sound amplification** be used?

If **YES**, please indicate: Start Time: \_\_\_\_\_ AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Will **sound check** be conducted prior to the event?

If **YES**, please indicate: Start Time: \_\_\_\_\_ AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_

Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall’s office) to this application.

Are any signs, banners decorations or special lighting be used? If **YES**, please describe: \_\_\_\_\_

Yes banner placement on Welcome center \*see attached

**PROMOTION / ADVERTISING / MARKETING / INTERNET INFORMATION**

NO YES

Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:

Harley Davidson will be promoting event through their marketing

NO YES

Will there be any live media coverage during your event? If **YES**, please explain:

Refer all event public inquiries and / or media inquiries for this event to:

NAME: Stacy Blasel

PHONE: 414 331 8184

Adopted October 7, 2024



**Deadwood Visitor Center – Mesh Signage Start End of July.**



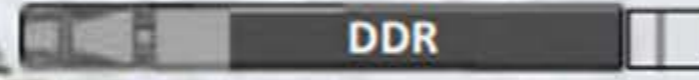


ENTER

48'



10 x 20  
SUPPORT TENT



DDR

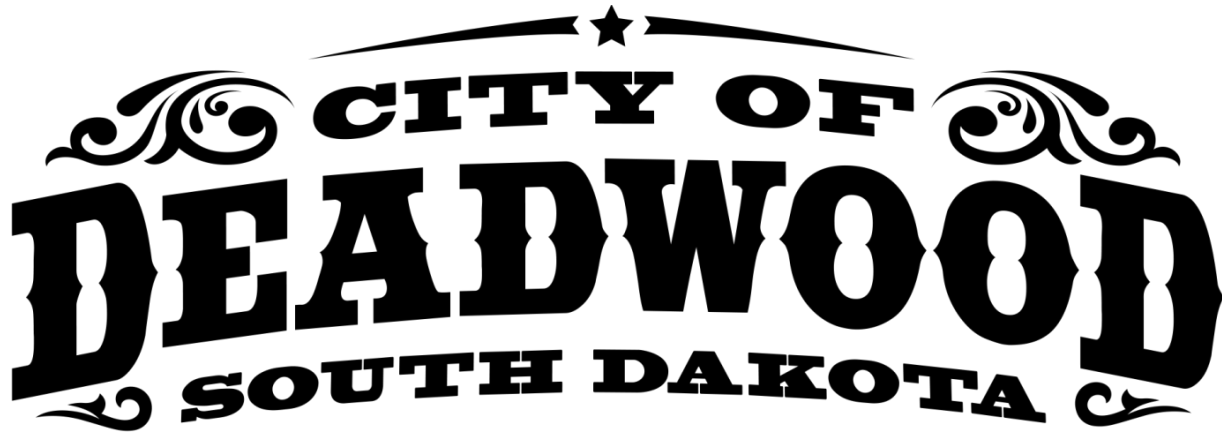
250'

General / Public Parking

Deadwood  
Welcome  
Center

|   |                                   |  |                         |
|---|-----------------------------------|--|-------------------------|
| <b>2024 Harley-Davidson - Sturgis Rally</b> |                                   |  |                         |
|   | Revised - V1<br>Updated 3/21/2024 | <b>Deadwood DDR Plan at Welcome Center</b> | For:<br>Stacy Blasel    |
|   |                                   |  | By:<br>Open Road Events |





# **City of Deadwood Special Event Permit Application and Facility Use Agreement for**

**Harley Davidson Activation August 6 - August 16, 2026**

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**Instructions:**

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted March 2, 2026

### EVENT INFORMATION

|                                      |                                    |   |                                    |                                 |                                  |
|--------------------------------------|------------------------------------|---|------------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour        | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input checked="" type="checkbox"/> Other |                                    |                                 |                                  |

Event Title: Harley Davidson Outlaw Square Activation - August 6- August 16

Event Date(s): August 6-16, 2026 Total Anticipated Attendance: 300-600 per day  
(month, day, year)

(# of Participants \_\_\_\_\_ # of Spectators \_\_\_\_\_)

Actual Event Hours: (from: 10 am AM / PM (to): 6 pm AM / PM)

Location / Staging Area: Outlaw Square

Set up/assembly/construction August 5 Start time: 7 am AM / PM

Please describe the scope of your setup / assembly work (specific details): \_\_\_\_\_  
Static bike display, bars, merchandise tent, surrounding security gates, static sign displays, all within the confines  
of Outlaw Square

Dismantle Date: August 16 Completion time: 9 pm AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: None

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles which would require an entire street closure from Wall Street to Deadwood Street will require security be provided at Deadwood Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security may be required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: August 8 & 9 Times: 10 am - 7 pm Zone: 4  
 Date: August 10 Times: 3 pm - 7 pm Zone: 4  
 Date: Aug 11,12,13/14/15 Times: 10 am - 7 pm Zone: 4/3/4

Business who will be serving alcohol at event: Silverado license

Adopted March 2, 2026

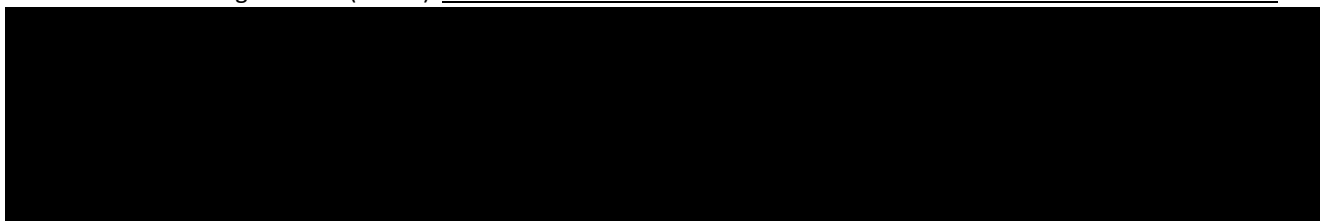
**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Harley Davidson

Chief Officer of Organization (NAME): David Patterson



Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

Name: Randy Brown

Address: 703 Main St Deadwood SD 57732  
(city) (state) (zip code)

Contact person "on site" day of event or facility use Randy Brown Pager/Cell #: 605-415-2946

**(Note:** This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If **YES**, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If **YES**, please explain the purpose and provide amount(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The City of Deadwood has a ticket surcharge, which is set and amended by resolution.**

**OVERALL EVENT DESCRIPTION:****ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

Harley Davidson will have full use of Outlaw Square August 5-16, 2026 for their annual activation event during the Sturgis Motorcycle Rally.

Plans are to have scheduled events through the week, including bike shows and music. Bands will be performing on the Outlaw Square stage, Sat., Sun., Tues., Weds. Thurs., and possibly Saturday 1 pm - 5 pm.

Background music will be played when bands are not.

Bars will be set up within the confines of Outlaw Square, with security gates surrounding the perimeter of OS - bars will be service, beer, wine and wine based beverages only. Requesting Open Container zone 4 only, with use of zone 3 only on Friday, August 14. Badlands security will be monitoring the entrances and exits of Outlaw Square.

1 possible 2 food trucks will be stationed at Outlaw Square during the event

Silverado beer & wine license will be used by promoter for serving.

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- | NO                                  | YES                                 |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does the event involve the sale or use of alcoholic beverages? If <b>YES</b> , please provide your liquor liability insurance information to the last page of this application.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Will Items or services be sold at the event? If <b>YES</b> , please describe: _____<br>Bike Show vendors and ride groups will be selling merchandise   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does this event involve a moving route of any kind along streets, sidewalks, or highways? If <b>YES</b> , attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. If the route involves state highways, please click the link below to submit a SD DOT Permit to Occupy Right-of-Way.<br><a href="https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf">https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf</a> |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does this event involve a fixed venue site? If <b>YES</b> , attach a detailed site map showing all street impacted by the event.   |

Adopted March 2, 2026



Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: Outlaw Square staff and HD staff handle trash clean up

\_\_\_\_\_

Other Related Event Components not covered above. \_\_\_\_\_

\_\_\_\_\_

**SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both **Crowd Control** and **Internal Security**: \_\_\_\_\_  
Private security is hired - Outlaw Square handles internal security

\_\_\_\_\_

Please describe your Accessibility Plan for access at your event by individuals with disabilities: \_\_\_\_\_  
Outlaw Square is ADA compliant

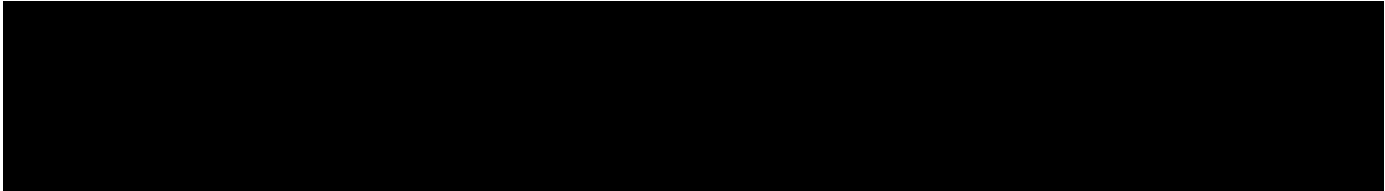
\_\_\_\_\_

**REQUIRED: It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.**

NO YES

Have you hired any Professional Security organization to handle security arrangements for this event? If **YES**, please list:

Security Organization: Badlands Security



NO YES

Is this a night event? If **YES**, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: \_\_\_\_\_

\_\_\_\_\_

Please indicate what arrangements you have made for providing **First Aid Staffing and Equipment**?

Number na Ambulance(s) – How provided? \_\_\_\_\_

Number na Emergency Medical Technicians – How provided? \_\_\_\_\_

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD’s property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT’s property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD’s property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: WM

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT’s use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: WM

**PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT**

Please describe your plans to notify all residents, businesses and churches impacted by the event: \_\_\_\_\_

The general public and businesses are notified through public hearing notifications

**ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES**

NO YES

Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: 1

Number of Bands: 2 per day

Type of Music: variety

Will **sound amplification** be used?  
If **YES**, please indicate: Start Time: 10 am AM / PM – Finish Time: 7 pm AM / PM

Will **sound check** be conducted prior to the event?  
If **YES**, please indicate: Start Time: 1 pm AM / PM – Finish Time: 5 pm AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_  
Production company supplying sound

Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall’s office) to this application.

Are any signs, banners, decorations or special lighting be used? (**Special Events recognized by The City of Deadwood get approved by Resolution annually in January**) (If **YES**, please describe: \_\_\_\_\_  
Yes some banner and static displays set up with the Square

**PROMOTION/ADVERTISING/MARKETING/INFORMATION**

Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:

NO  YES  a wide variety of methods through HD

---

Will there be any live media coverage during your event? If **YES**, please explain:

---



---

Refer all event public inquiries and / or media inquiries for this event to:  
 NAME: Randy Brown PHONE: 605-415-2946

**INSURANCE REQUIREMENTS**

**REQUIRED:** Insurance for your event will be required before final permit approval.

Name of Insurance Company:  
Harley Davidson group

Agent's Name:  
 \_\_\_\_\_

Agent's Business Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Policy Number: \_\_\_\_\_ Policy Type: \_\_\_\_\_

Agent's Address: \_\_\_\_\_  
 (city) (state) (zip code)

For final permit approval, you will need commercial general liability insurance that names "the City of Deadwood, its officers, employees and agents" as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084. The City must be named as an "additional insured." Please obtain the required insurance and mail an original insurance certificate to: **City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.**

## AFFIDAVIT OF APPLICANT

**Advance Cancellation Notice Required:** If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched. I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Wade(Bobby Rock)Morris

Wade Morris

(Signature of Applicant/Sponsoring Organization)

Title: Director

Date: 5/19/2026

## VENDING

Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15th of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Adopted XXXXXX

Return this form to the  
Planning and Zoning Office  
By email:  
[leah@cityofdeadwood.com](mailto:leah@cityofdeadwood.com)  
By mail:  
108 Sherman Street,  
Deadwood, SD 57732



Questions? Contact the  
Planning and Zoning Office  
(605) 578-2082 or  
[leah@cityofdeadwood.com](mailto:leah@cityofdeadwood.com)

### Monthly Vending Report

### Convention Center, Event Complex, Outlaw Square

Complete one (1) report for each event.

Report is due on the 15<sup>th</sup> of every month for any event scheduled to occur the following month.

Municipal Code 5.28.060 (C): Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15<sup>th</sup> of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Report Date: \_\_\_\_\_ Event Date: \_\_\_\_\_

Name of Person Completing Form: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Check here if no event is scheduled for next month:

Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_

Adopted XXXXXX

### List of Vendors

*List all anticipated vendors for the applicable event.  
Please use as many additional sheets as necessary.*

Page 1 of \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

-----  
Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

Adopted XXXXXX

**Monthly Vending Report – Additional Sheet**

**Report Date:** \_\_\_\_\_ **Page** \_\_\_\_\_ **of** \_\_\_\_\_

**Event Name:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

**Event Location:** \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

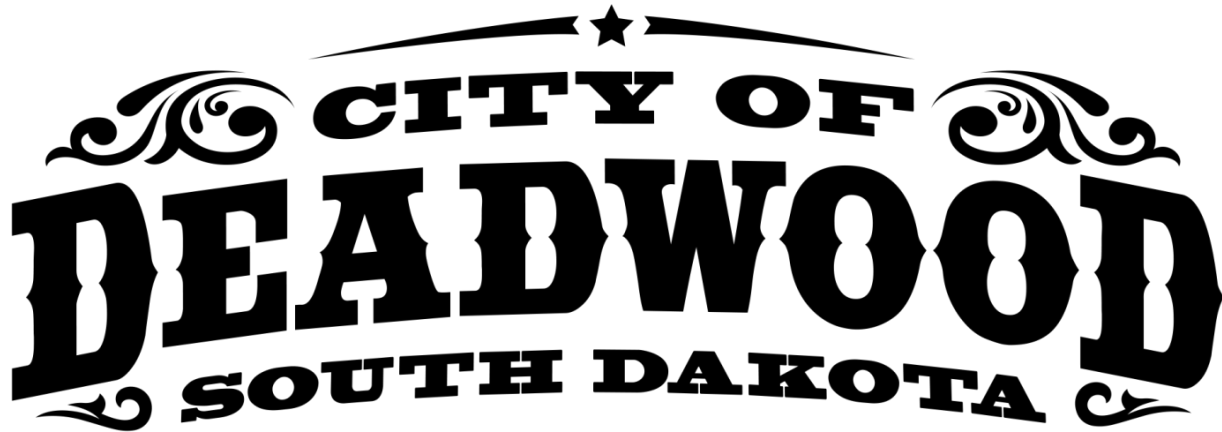
Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

SDDOR Sales Tax License Number: \_\_\_\_\_

Goods or services being sold: \_\_\_\_\_

Adopted XXXXXX



# City of Deadwood Special Event Permit Application and Facility Use Agreement for

Harley Davidson Medicine Wheel Ride Parking & Deadwood St Sunday August 9, 20

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## Instructions:

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted June 1, 2023

### EVENT INFORMATION

|                                      |                                    |   |                                    |                                 |                                  |
|--------------------------------------|------------------------------------|---|------------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour        | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input checked="" type="checkbox"/> Other |                                    |                                 |                                  |

Event Title: Medicine Wheel Ride HD event parking & Deadwood St closure

Event Date(s): August 9, 2026 Total Anticipated Attendance: 100  
(month, day, year)

(# of Participants \_\_\_\_\_ # of Spectators \_\_\_\_\_)

Actual Event Hours: (from: 11 am AM / PM (to): 5 pm AM / PM

Location / Staging Area: Outlaw Square

Set up/assembly/construction Interpretive Lot Start time: 8:00 am AM / PM

Please describe the scope of your setup / assembly work (specific details):  
gating and blocking out half of the Interpretive Lot, closest to Deadwood St. for Medicin  
Wheel Riders parking and closing Deadwood St from Main to Pioneer Way

Dismantle Date: August 3 Completion time: 5 pm AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: Requesting Deadwood Street 10:30 am to 5 pm

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) - will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles (which would require an entire street closure From Wall Street to Shine Street and security must be provided at Shine Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security maybe required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Adopted June 1, 2023

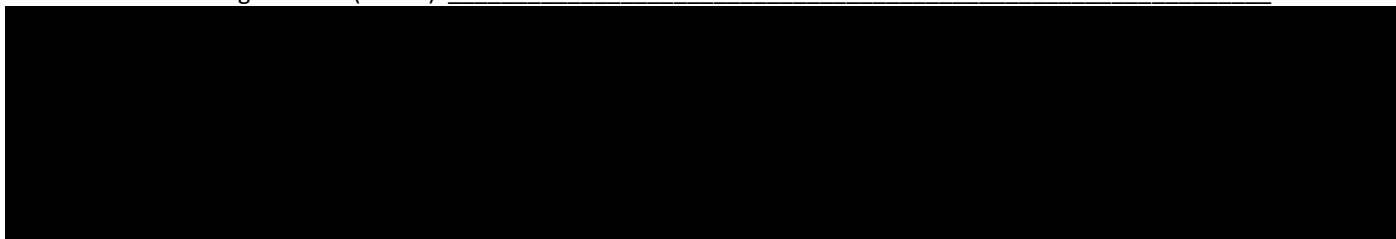
**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Harley Davidson

Chief Officer of Organization (NAME): \_\_\_\_\_



Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

Name: Randy Brown

Address: 703 Main St Deadwood, SD 57732  
(city) (state) (zip code)

Contact person "on site" day of event or facility use Laura Harley Davidsor Pager/Cell #: 414 534 8045

**(Note:** This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If **YES**, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If **YES**, please explain the purpose and provide amount(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OVERALL EVENT DESCRIPTION:  
ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

The Medicine Wheel Womans Riders arrival will be taking place in Deadwood

Medicine Wheel Riders plan to arrive at 11 am will be using both Deadwood St and Interpretive lot for those riders from 11 am until 5 pm.

We are requesting half of the Interpretive lot be cordoned off with gates used for Medicine Wheel Riders parking. Parking will be from 11 am until 5 pm lot will be reopened at 5 pm.

Deadwood St will be closed from Main St to Pioneer way at 10:30 am and reopen at 5 pm.

Security will be in place on Deadwood St. side of Interpretive lot

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- |                                     |                                     |   |
|-------------------------------------|-------------------------------------|---|
| NO                                  | YES                                 |   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does the event involve the sale or use of alcoholic beverages? If <b>YES</b> , please provide your liquor liability insurance information to the last page of this application.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Will Items or services be sold at the event? If <b>YES</b> , please describe: _____<br>_____  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does this event involve a moving route of any kind along streets, sidewalks, or highways? If <b>YES</b> , attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does this event involve a fixed venue site? If <b>YES</b> , attach a detailed site map showing all street impacted by the event.  |

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

- Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas.

- Food Concession and / or Food Preparation Area(s).

Please describe how food will be served at the event: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

If you intend to cook food in the event area, please specify the method to be used:

GAS       ELECTRIC       CHARCOAL       OTHER(SPECIFY): \_\_\_\_\_

- First Aid Facilities and Ambulance locations.
- Tables and Chairs.
- Fencing, Barriers and / or Barricades.
- Generator Locations and / or Source of Electricity.
- Canopies or Tent Locations.
- Booths, Exhibits, Displays or Enclosures.
- Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.
- Vehicles and / or Trailers.
- Trash Containers and Dumpsters.

**(NOTE):** You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.

Number of trash cans: \_\_\_\_\_      Trash Containers w / lids: \_\_\_\_\_

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: Outlaw Square staff will handle clean up.

\_\_\_\_\_  
 \_\_\_\_\_  
 Other Related Event Components not covered above. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both **Crowd Control** and **Internal Security**:  
Private Security will be on hand and Outlaw Square staff will handle internal issues

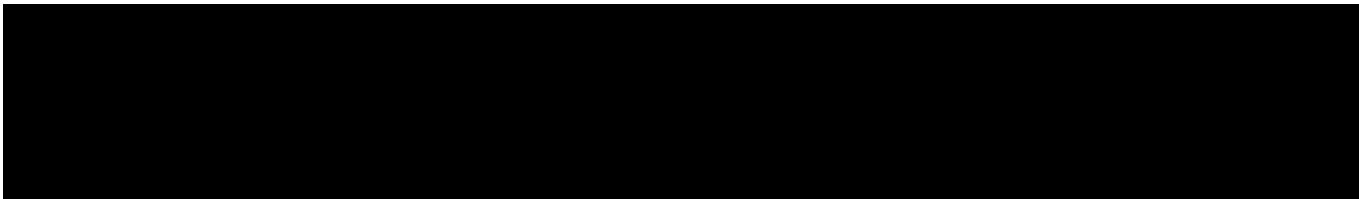
Please describe your Accessibility Plan for access at your event by individuals with disabilities: \_\_\_\_\_  
Outlaw Square is ADA compliant

**REQUIRED: It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.**

NO YES

Have you hired any Professional Security organization to handle security arrangements for this event? If **YES**, please list:

Security Organization: Badlands Security



NO YES

Is this a night event? If **YES**, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please indicate what arrangements you have made for providing **First Aid Staffing and Equipment**?

Number n/a Ambulance(s) – How provided? \_\_\_\_\_

Number n/a Emergency Medical Technicians – How provided? \_\_\_\_\_

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD's property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT's property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD's property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: WM

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT's use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: WM

Adopted June 1, 2023

## PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT

Please describe your plans to notify all residents, businesses and churches impacted by the event: \_\_\_\_\_  
 Residents and businesses will be notified through public hearing notices.

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## ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES

NO      YES

      Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: 1      Number of Bands: 2

Type of Music: variety

      Will **sound amplification** be used?  
 If **YES**, please indicate: Start Time: 10 am AM / PM – Finish Time: 10 pm AM / PM

      Will **sound check** be conducted prior to the event?  
 If **YES**, please indicate: Start Time: 1 pm AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_  
Outlaw Square PA & Powerhouse Sound Production Company

      Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall's office) to this application.

      Are any signs, banners decorations or special lighting be used? If **YES**, please describe: \_\_\_\_\_  
Harley Davidson banners in place

## PROMOTION / ADVERTISING / MARKETING / INTERNET INFORMATION

NO      YES

      Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:  
HD will promote through their Marketing channels

NO      YES

      Will there be any live media coverage during your event? If **YES**, please explain:  
 \_\_\_\_\_  
 \_\_\_\_\_

Refer all event public inquiries and / or media inquiries for this event to:

NAME: Bobby Rock      PHONE: 605-641-9162

Adopted June 1, 2023

**INSURANCE REQUIREMENTS/LIQUOR LIABILITY**

**REQUIRED:** Insurance for your event will be required before final permit approval.

Name of Insurance Company: Harley Davidson Group  
Agent's Name: \_\_\_\_\_  
Business Phone: (\_\_\_\_)\_\_\_\_\_ Policy Number: \_\_\_\_\_ Policy Type: \_\_\_\_\_  
Address: 703 Main St Deadwood, SD 57732  
(city) (state) (zip code)

For final permit approval, you will need commercial general liability insurance that names "the City of Deadwood, its officers, employees and agents" as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084.

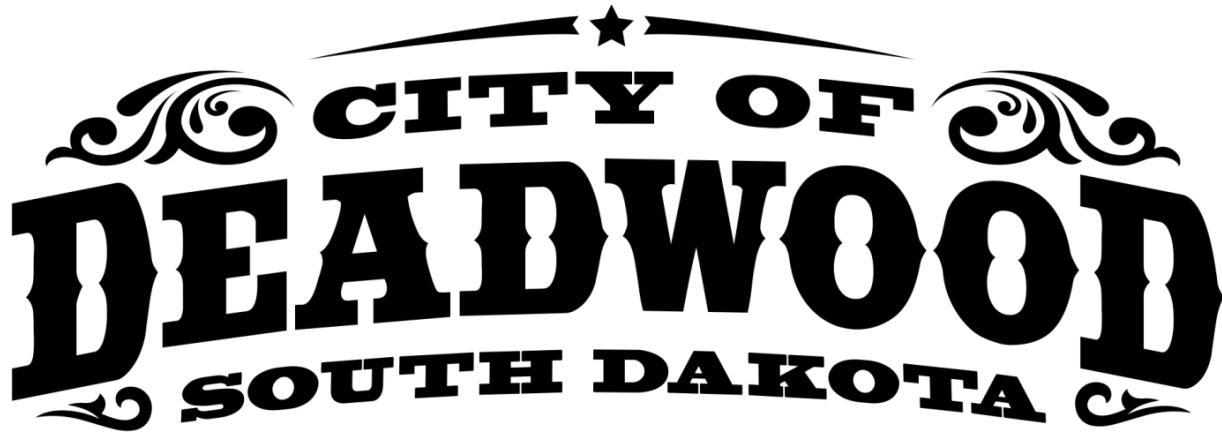
The City must be named as an "additional insured." Please obtain the required insurance and mail an original insurance certificate to: City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.

**AFFIDAVIT OF APPLICANT**

**Advance Cancellation Notice Required:** If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched.

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Wade Morris aka Bobby Rock Title: Director  
Date: 5/19/2026  
\_\_\_\_\_  
(Signature of Applicant/Sponsoring Organization)



# **City of Deadwood Special Event Permit Application and Facility Use Agreement for**

**City of Deadwood - Chuckwagon Gathering & Community Picnic**

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**Instructions:**

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted March 2, 2026

### EVENT INFORMATION

|                                      |                                    |   |                                    |                                 |                                  |
|--------------------------------------|------------------------------------|---|------------------------------------|---------------------------------|----------------------------------|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour        | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input checked="" type="checkbox"/> Other |                                    |                                 |                                  |

Event Title: Chuckwagon Gathering & Community Picnic

Event Date(s): September 10 - 12, 2026 Total Anticipated Attendance: 200 - 300  
(month, day, year)

(# of Participants 30 # of Spectators 200 - 250 )

Actual Event Hours: (from: 8:00 a.m., Sept. 10 AM / PM (to): 8:00 p.m., Sept. 12 AM / PM

Location / Staging Area: Gordon Park

Set up/assembly/construction Tents, tables, chuckwagons Start time: 8:00 a.m., Sept. 10 AM / PM

Please describe the scope of your setup / assembly work (specific details): Unloading & set up of chuckwagons on the grass. Set up of water stations & tents in the grass. Set up of tables, tents, stage, bar in parking lot.

Dismantle Date: September 12, 2026 Completion time: 8:00 p.m. AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: \_\_\_\_\_

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles which would require an entire street closure from Wall Street to Deadwood Street will require security be provided at Deadwood Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security may be required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: September 11 Times: 5:00 - 8:00 p.m. Zone: n/a  
 Date: September 12 Times: 11:00 a.m. - 8:00 p.m. Zone: n/a  
 Date: \_\_\_\_\_ Times: \_\_\_\_\_ Zone: \_\_\_\_\_

Business who will be serving alcohol at event: Shivers Brewing will serve Sept. 12 - BYOB Sept. 11

Adopted March 2, 2026

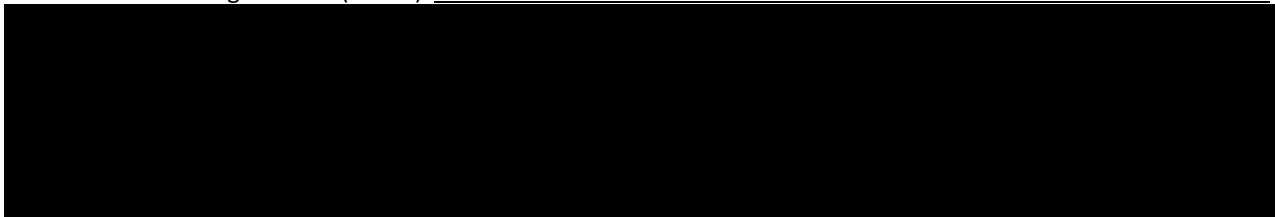
**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: City of Deadwood

Chief Officer of Organization (NAME): Charlie Struble-Mook



Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(city) (state) (zip code)

Contact person "on site" day of event or facility use Kevin Kuchenbecker Pager/Cell #: 605.641.5568

**(Note:** This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If **YES**, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If **YES**, please explain the purpose and provide amount(s):  
To participate, a Deadwood 150th commemorative plate will need to be purchased at \$50/ea.  
Purchase of a commemorative plate will permit purchaser to attend chuckwagon dinner event.

**The City of Deadwood has a ticket surcharge, which is set and amended by resolution.**

**OVERALL EVENT DESCRIPTION:****ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

Thursday, September 10

Chuckwagons arrive to unload and set up in Gordon Park. Water stations, kitchen tent, and volunteer staging tent set up on grass.

Friday, September 11

Tents, tables, chairs, stage and bar set up in parking lot.

School children arrive to have lesson about chuck wagons during the day.

Community picnic begins at 5:00 p.m. Picnic is potluck style. September 11 ceremony held to commemorate 25 years since event. Live entertainment begins at 6:00.

Saturday, September 12

Chuckwagon meal served at 12:00 p.m. for those who purchase a commemorative plate. Meals will be cooked by the chuckwagon operators. Alcohol served by Dakota Shivers. Live entertainment begins at 1:00 p.m.

Tear down begins at 3:00 p.m.

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- | NO                                  | YES                                 |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does the event involve the sale or use of alcoholic beverages? If <b>YES</b> , please provide your liquor liability insurance information to the last page of this application.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Will Items or services be sold at the event? If <b>YES</b> , please describe: _____<br>Deadwood 150th commemorative plates will be sold prior to and/or at event.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does this event involve a moving route of any kind along streets, sidewalks, or highways? If <b>YES</b> , attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. If the route involves state highways, please click the link below to submit a SD DOT Permit to Occupy Right-of-Way.<br><a href="https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf">https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf</a> |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does this event involve a fixed venue site? If <b>YES</b> , attach a detailed site map showing all street impacted by the event.   |

Adopted March 2, 2026

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

- Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas.
- Food Concession and / or Food Preparation Area(s).

Please describe how food will be served at the event: \_\_\_\_\_  
 Community Picnic: potluck style  
 \_\_\_\_\_  
 Chuckwagon gathering: restaurant style with seated guests  
 \_\_\_\_\_

If you intend to cook food in the event area, please specify the method to be used:

GAS     ELECTRIC     CHARCOAL     OTHER(SPECIFY): open flame (wood)

- First Aid Facilities and Ambulance locations.
- Tables and Chairs.
- Fencing, Barriers and / or Barricades.
- Jersey Barriers and Equipment used for other than safety purposes.....\$25.00
- Generator Locations and / or Source of Electricity.
- Canopies or Tent Locations.  
 Tent Rental with Approved Special Event, which is set and amended by resolution, paid to the City of Deadwood:  
 10' by 10' Set up and take down ..... \$200.00  
 20' by 30' Set up and take down ..... \$400.00  
 20' by 40' Set up and take down ..... \$600.00
- Booths, Exhibits, Displays or Enclosures.
- Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.
- Vehicles and / or Trailers.
- Trash Containers and Dumpsters.  
(NOTE): You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.  
 Number of trash cans: \_\_\_\_\_                      Trash Containers w / lids: \_\_\_\_\_
- Garbage Removal Fee - \$150.00/hour/employee – if the City of Deadwood has to remove the garbage after the event.

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: Volunteers will dispose of garbage on a regular basis throughout the event.

\_\_\_\_\_

Other Related Event Components not covered above. Refrigeration and water stations will be needed.

\_\_\_\_\_

**SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both **Crowd Control** and **Internal Security**: \_\_\_\_\_

Overnight security will be needed for protection of chuckwagons - Sept. 10 & 11, 7:00 p.m. - 7:00 a.m.

Check-in table will be placed at entrance of parking lot.

Please describe your Accessibility Plan for access at your event by individuals with disabilities: \_\_\_\_\_

Gordon Park will be accessible from the sidewalk alongside the Rec Center, or from the parking lot entrance.

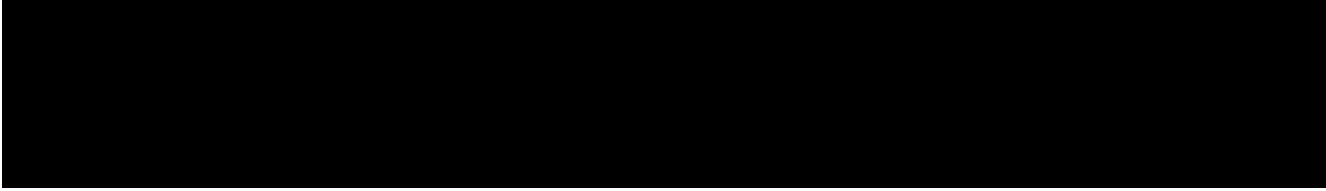
\_\_\_\_\_

**REQUIRED: It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.**

NO YES

Have you hired any Professional Security organization to handle security arrangements for this event? If **YES**, please list:

Security Organization: Badlands Security



NO YES

Is this a night event? If **YES**, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: \_\_\_\_\_

\_\_\_\_\_

Please indicate what arrangements you have made for providing **First Aid Staffing and Equipment**?

Number \_\_\_\_\_ Ambulance(s) – How provided? \_\_\_\_\_

Number \_\_\_\_\_ Emergency Medical Technicians – How provided? \_\_\_\_\_

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD’s property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT’s property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD’s property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: KK

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT’s use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: KK

**PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT**

Please describe your plans to notify all residents, businesses and churches impacted by the event: \_\_\_\_\_  
 n/a

**ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES**

NO YES

Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: 1 Number of Bands: 1

Type of Music: Cowboy music & poetry

Will **sound amplification** be used?  
 If **YES**, please indicate: Start Time: 1:00 PM AM / PM – Finish Time: 8:00 PM AM / PM

Will **sound check** be conducted prior to the event?  
 If **YES**, please indicate: Start Time: \_\_\_\_\_ AM / PM – Finish Time: \_\_\_\_\_ AM / PM

Please describe the sound equipment that will be used for your event: \_\_\_\_\_  
 \_\_\_\_\_

Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall’s office) to this application.

Are any signs, banners, decorations or special lighting be used? (**Special Events recognized by The City of Deadwood get approved by Resolution annually in January**) (If **YES**, please describe: \_\_\_\_\_  
 \_\_\_\_\_

**PROMOTION/ADVERTISING/MARKETING/INFORMATION**

NO YES Will this event be promoted, advertised or marketed in any manner? If **YES**, please describe:

Social media, Chamber of Commerce, ACWA, City Newsletter, other print media

Will there be any live media coverage during your event? If **YES**, please explain:

Refer all event public inquiries and / or media inquiries for this event to:

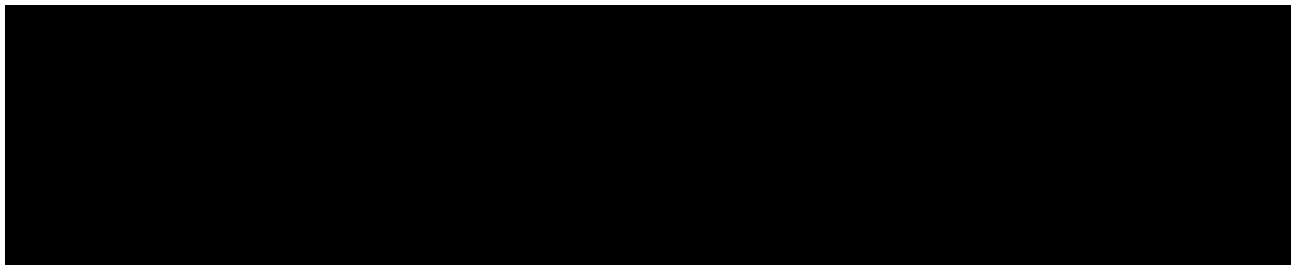
NAME: Kevin Kuchenbecker PHONE: 605.578.2082

**INSURANCE REQUIREMENTS**

**REQUIRED:** Insurance for your event will be required before final permit approval.

Name of Insurance Company:

SD Public Insurance Alliance



For final permit approval, you will need commercial general liability insurance that names “the City of Deadwood, its officers, employees and agents” as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084. The City must be named as an “additional insured.” Please obtain the required insurance and mail an original insurance certificate to: **City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.**

**AFFIDAVIT OF APPLICANT**

**Advance Cancellation Notice Required:** If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched. I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Kevin Kuchenbecker

\_\_\_\_\_  
(Signature of Applicant/Sponsoring Organization)

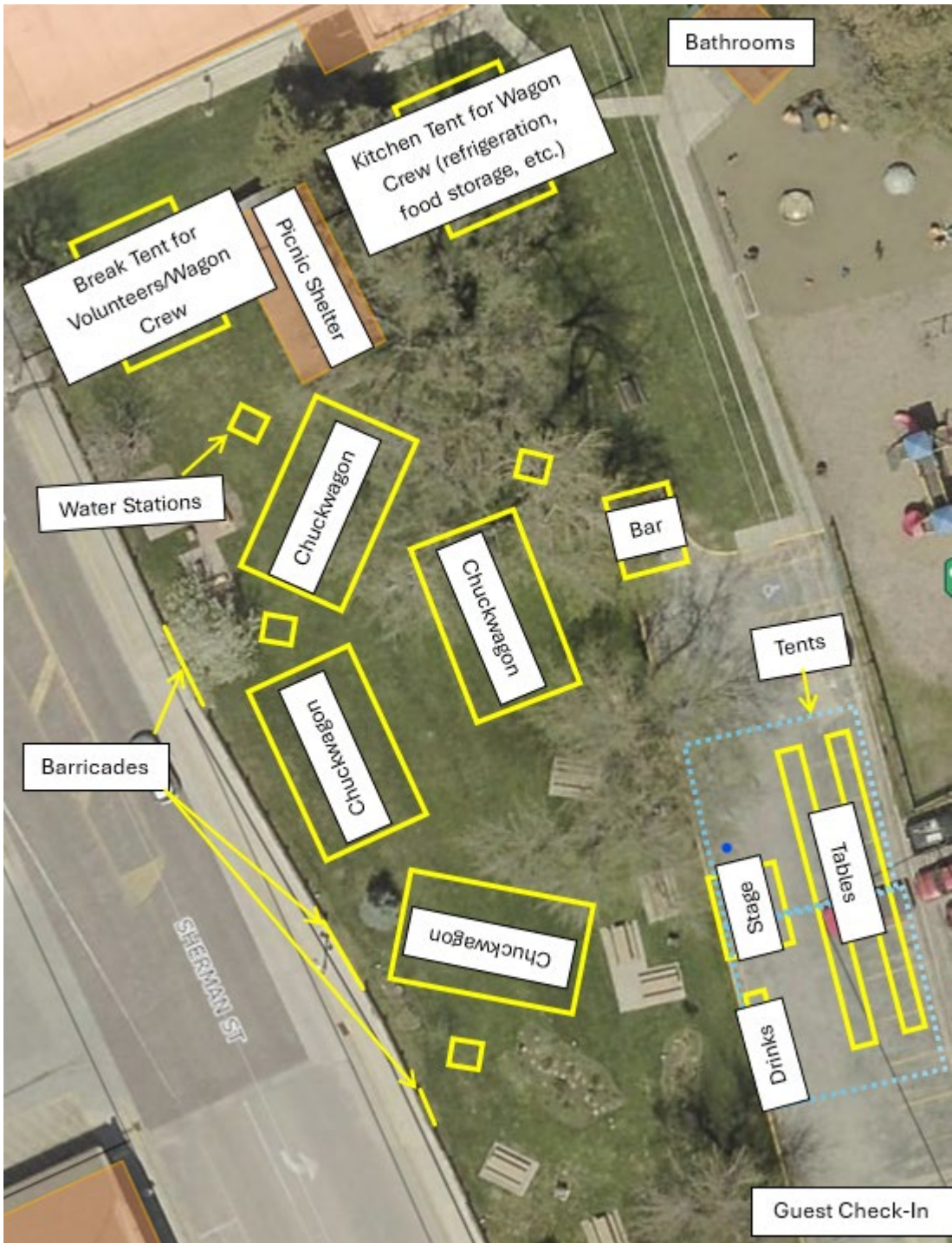
Title: PZ & HP Officer

Date: 4/27/2026

**VENDING**

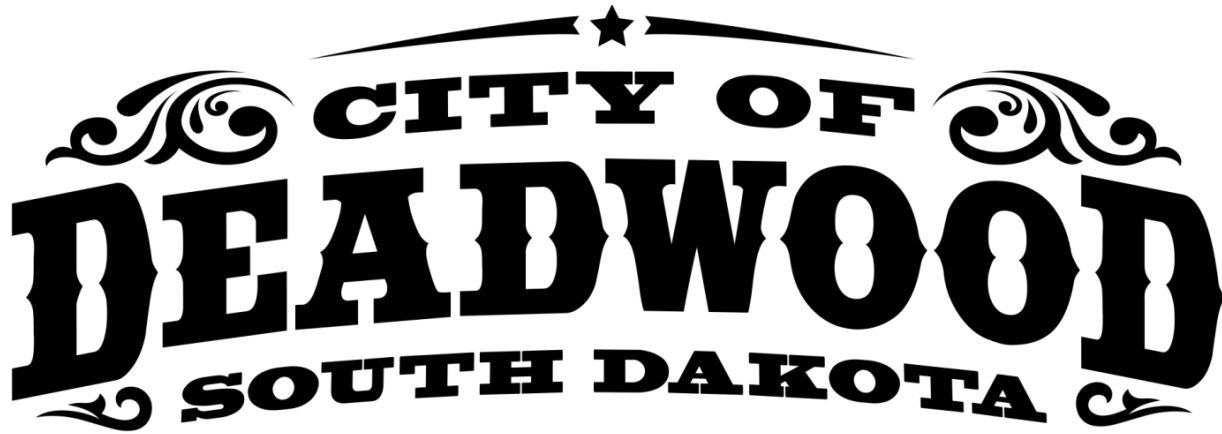
Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15th of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Adopted XXXXXX



Tent rentals/set-up needed:

- 2 – 20x40
- 2 – 10x10
- 2 – HP Wall Tents



# **City of Deadwood Special Event Permit Application and Facility Use Agreement for**

**Deadwood Jam 2026**

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**Instructions:**

To apply for a Special Event Permit, please read the Special Event Permit Application Instructions and then complete this application. Submit your application, including required attachments, no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Adopted March 2, 2026

### EVENT INFORMATION

|                                      |                                    |                                    |                                    |                                 |   |
|--------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------|---|
| <input type="checkbox"/> Run         | <input type="checkbox"/> Walk      | <input type="checkbox"/> Bike Tour | <input type="checkbox"/> Bike Race | <input type="checkbox"/> Parade | <input checked="" type="checkbox"/> Concert |
| <input type="checkbox"/> Street Fair | <input type="checkbox"/> Triathlon | <input type="checkbox"/> Other     |                                    |                                 |   |

Event Title: Deadwood Jam 2026

Event Date(s): Sept 18 & 19th Total Anticipated Attendance: 8000  
(month, day, year)

(# of Participants # of Spectators)

Actual Event Hours: (from: Fri 5pm/ Sat noon AM / PM (to): Fri 10pm/ Sat 10pm AM / PM

Location / Staging Area: Outlaw Square

Set up/assembly/construction 9/17/26 Start time: 8am AM / PM

Please describe the scope of your setup / assembly work (specific details): Deadwood Street Closed from Main St. to Pioneer Way to allow production to unload and set up at Outlaw Square.

Dismantle Date: 9/19 following the concert Completion time: 3am AM / PM

List any street(s) requiring closure as a result of this event. Include **street name(s), day, date** and **time** of closing and time of re-opening: Deadwood St. from Main St. to Pioneer Way 9/17 at 8am to 9/20 at 3am. Siever St from 9/18 at 6am to 9/19 at 11pm for tour bus and semi parking, Main St from Pine St to Wall St 9/18 4pm to 11pm 9/18 and 10am to 11pm 9/19. Deadwood from Main to Williams 4pm to 11pm 9/18 and 10am to 11pm 9/19.

- Any request involving 25 or less motor vehicles will utilize Deadwood Street and will be barricaded at both ends of Deadwood Street.
- Any request involving 25-50 motor vehicles (not including motorcycles) will park on the north side of Main Street, which will not require street closure.
- Any request involving 50 or more vehicles which would require an entire street closure from Wall Street to Deadwood Street will require security be provided at Deadwood Street and Main Street and Wall Street and Main Street to direct traffic.
- Additional security may be required at the discretion of the Event Committee.

### OPEN CONTAINER

<https://www.cityofdeadwood.com/planning/page/special-event-open-container-information-and-maps>

Date: 9/18 Times: 5pm -10pm Zone: 1 & 2  
 Date: 9/19 Times: 12pm - 10pm Zone: 1 & 2

Business who will be serving alcohol at event: Businesses in open container zones and Deadwood Jam at the event

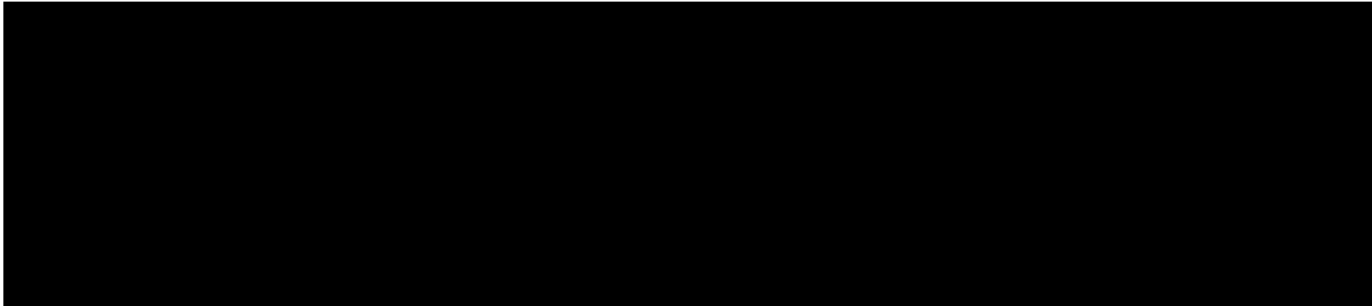
**APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

Commercial (for profit)

Noncommercial (nonprofit)

Sponsoring Organization: Deadwood Jam

Chief Officer of Organization (NAME): Brandon Harvey (President)



Please list any **professional event organizer** or **event service provider** hired by you that is authorized to work on your behalf to produce this event.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
(city) (state) (zip code)

Contact person "on site" day of event or facility use Brandon Harvey Pager/Cell #: 605-920-9853

**(Note:** This person must be in attendance for the duration of the event and immediately available to city officials)

**REQUIRED:** Attach a written communication from the Chief Officer of the organization which authorizes the applicant or professional event organizer to apply for this Special Event Permit on their behalf.

**FEES / PROCEEDS / REPORTING**

NO YES

Is your organization a "Tax Exempt, nonprofit" organization? If **YES**, you must attach a copy of your IRS 501C Tax Exemption Letter to this Special Event Permit application (providing proof and certifying your current tax exempt, nonprofit status).

Are admission, entry, vendor or participant fees required? If **YES**, please explain the purpose and provide amount(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted March 2, 2026

**The City of Deadwood has a ticket surcharge, which is set and amended by resolution.**

Adopted March 2, 2026

**OVERALL EVENT DESCRIPTION:****ROUTE MAP/ SITE DIAGRAM/ SANITATION**

Please provide a **detailed description** of your proposed event. Include details regarding any components of your event such as use of vehicles, animals, rides or any other pertinent information about the event:

Two Days of free concerts at Outlaw Square.

**Street Closures:**

Deadwood Street: from Main St to Pioneer Way Thursday 9/17 @ 8am to Sunday 9/20 @ 3am

Shine Street: from Main St to Williams St Friday 9/18 @ 4pm -11pm and Saturday 10am -11pm.

(Hard closure at Broadway and Shine, soft closure at Williams and Shine to allow traffic up from Broadway. No traffic allowed down Shine during closure times. )

Main St.: from Pine St. to Wall St. 9/18 @ 4pm to 11pm 9/19 for public safety and crowd size management

(Soft closure at Main and Pine to allow check in at Franklin Hotel. Hard Barricades will be placed at the Silverado and at Deadwood

Street as well as Main and Lee St. Traffic will be allowed to come into Lee St. and Turn right down Main St. to allow for access to

Holiday Inn Express and Hotel by Gold Dust. Traffic will be allowed up Main from Pioneer Way to Wall St for parking ramp access.)

Siever St.: Friday 9/18 @ 6am to 11pm 9/19 for tour bus and semi parking.

**Banner and Vending:**

Request to waive all event banner and vending fees.

**Open Container:**

Requesting open container 9/18 from 5pm to 10pm and 9/19 noon to 10pm zones 1&2

Deadwood Jam will be serving beer at the event

**OVERALL EVENT / FACILITIES RENTAL DESCRIPTION (CONTINUED)**

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| NO                                  | YES                                 |  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does the event involve the sale or use of alcoholic beverages? If <b>YES</b> , please provide your liquor liability insurance information to the last page of this application.  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Will Items or services be sold at the event? If <b>YES</b> , please describe: <u>Event merchandise and beer for 21+ sold by the Deadwood Jam</u>   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Does this event involve a moving route of any kind along streets, sidewalks, or highways? If <b>YES</b> , attach a detailed map of your proposed route, indicating the direction of travel and provide written narrative to explain your route. If the route involves state highways, please click the link below to submit a SD DOT Permit to Occupy Right-of-Way.<br><a href="https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf">https://www.state.sd.us/eforms/secure/eforms/S_E0903v1_PermitToOccupyROW.pdf</a> |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Does this event involve a fixed venue site? If <b>YES</b> , attach a detailed site map showing all street impacted by the event.   |

Adopted March 2, 2026

In addition to the route map required above, please attach a diagram showing the overall lay-out and set-up locations for the following items:

- Alcoholic and Non-alcoholic Concession and / or Beer Garden Areas.
- Food Concession and / or Food Preparation Area(s).  
Please describe how food will be served at the event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you intend to cook food in the event area, please specify the method to be used:

GAS     ELECTRIC     CHARCOAL     OTHER(SPECIFY): \_\_\_\_\_

- First Aid Facilities and Ambulance locations.
- Tables and Chairs.
- Fencing, Barriers and / or Barricades.
- Jersey Barriers and Equipment used for other than safety purposes \_\_\_\_\_ \$25.00
- Generator Locations and / or Source of Electricity.
- Canopies or Tent Locations.  
Tent Rental with Approved Special Event, which is set and amended by resolution, paid to the City of Deadwood:  
10' by 10' Set up and take down..... \$200.00  
20' by 30' Set up and take down ..... \$400.00  
20' by 40' Set up and take down..... \$600.00
- Booths, Exhibits, Displays or Enclosures.
- Scaffolding, Bleachers, Platforms, Stages, Grandstands or Related Structures.
- Vehicles and / or Trailers.
- Trash Containers and Dumpsters.  
(NOTE): You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition.  
Number of trash cans: \_\_\_\_\_                      Trash Containers w / lids: \_\_\_\_\_
- Garbage Removal Fee - \$150.00/hour/employee – if the City of Deadwood has to remove the garbage after the event.

Describe your plan for clean-up and removal of waste and garbage during and after the event or use of facility: Event and Outlaw Square Staff

\_\_\_\_\_

Other Related Event Components not covered above. \_\_\_\_\_

\_\_\_\_\_

**SAFETY / SECURITY / ACCESSIBILITY**

Please describe your procedures for both **Crowd Control** and **Internal Security**: Badlands Security on site. Staging Fire and possible EMS on Williams St. during event hours. Staging PD and EMS at Main and Lee St. City Staff and local PD assisting with the event. Weather service will also be assisting with the event.

Please describe your Accessibility Plan for access at your event by individuals with disabilities: Outlaw Square is ADA compliant

**REQUIRED: It is the applicant's responsibility to comply with all City, County, State and Federal Disability Access Requirements applicable to this event.**

NO YES

Have you hired any Professional Security organization to handle security arrangements for this event? If YES, please list:

Security Organization: Badlands Security



NO YES

Is this a night event? If YES, please state how the event and surrounding area will be illuminated to ensure the safety of the participants and spectators: Outlaw Square, stage, and street lighting.

\_\_\_\_\_

\_\_\_\_\_

Please indicate what arrangements you have made for providing **First Aid Staffing and Equipment**?

Number 1-2 Ambulance(s) – How provided? Staged on Main Street and possibly Williams St. if needed

\_\_\_\_\_

Number \_\_\_\_\_ Emergency Medical Technicians – How provided? ambulance staff

APPLICANT specifically acknowledges and agrees that it shall be solely responsible for any damage to personal property located in or stored in or upon DEADWOOD's property pursuant to the activity for which approval is being sought and that DEADWOOD shall not be responsible for any damage or loss to or of APPLICANT's property which results from any cause or reason with regard to personal property owned by APPLICANT stored or located on DEADWOOD's property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: JA

APPLICANT agrees to hold DEADWOOD harmless and indemnify DEADWOOD from any sums of money which DEADWOOD might have to pay to any person as a result of property damage, personal injury or death resulting from APPLICANT's use of the City property pursuant to approval of the activity for which approval is being sought herein.

Acknowledge acceptance with initial: JA

**PARKING PLAN / SHUTTLE PLAN / MITIGATION OF IMPACT**

Please describe your plans to notify all residents, businesses and churches impacted by the event: Local and Social Media as well as public hearing

**ENTERTAINMENT / ATTRACTIONS / RELATED EVENT ACTIVITIES**

NO  YES

Are there any **musical entertainment** features related to your event or facilities rental? If **YES**, please state the number of bands and type of music.

Number of Stages: 1 Number of Bands: 10

Type of Music: Various Genres

Will **sound amplification** be used?  
If **YES**, please indicate: Start Time: 12pm AM / PM – Finish Time: 10pm AM / PM

Will **sound check** be conducted prior to the event?  
If **YES**, please indicate: Start Time: 8am AM / PM – Finish Time: 10pm AM / PM

Please describe the sound equipment that will be used for your event: DMM Stage Audio

Will any fireworks, rockets or other pyrotechnics be used? If **YES**, please attach a copy of your permit (issued by the State Fire Marshall's office) to this application.

Are any signs, banners, decorations or special lighting be used? (**Special Events recognized by The City of Deadwood get approved by Resolution annually in January**) (If **YES**, please describe: Event and sponsor banners)

Adopted March 2, 2026

### PROMOTION/ADVERTISING/MARKETING/INFORMATION

NO YES Will this event be promoted, advertised or marketed in any manner? If YES, please describe:

YES

Local and social media

Will there be any live media coverage during your event? If YES, please explain:

Local media

Refer all event public inquiries and / or media inquiries for this event to:

NAME: Brandon Harvey

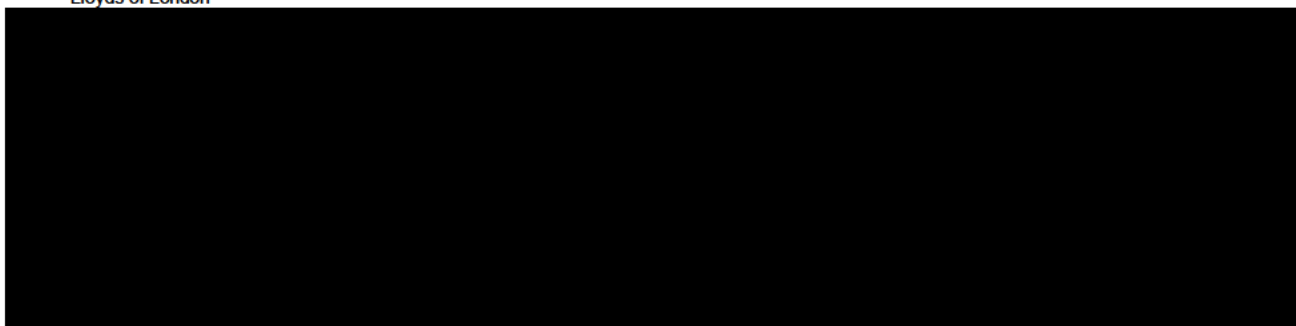
PHONE: 605-920-9853

### INSURANCE REQUIREMENTS

**REQUIRED:** Insurance for your event will be required before final permit approval.

Name of Insurance Company:

Lloyds of London




For final permit approval, you will need commercial general liability insurance that names “the City of Deadwood, its officers, employees and agents” as an additional insured. Insurance coverage must be maintained for the duration of the event. To determine the amount of insurance coverage necessary, please contact the Finance Office at (605) 578-2600 – Fax # (605) 578-2084. The City must be named as an “additional insured.” Please obtain the required insurance and mail an original insurance certificate to: **City of Deadwood, Finance Office, 102 Sherman Street, Deadwood, SD 57732.**

**AFFIDAVIT OF APPLICANT**

**Advance Cancellation Notice Required:** If this event is cancelled, notify the Deadwood Police Department. Otherwise, City personnel and equipment may be needlessly dispatched. I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event and I understand that this application is made subject to the rules and regulations established by the City Commission of Deadwood. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Deadwood.

Name of Applicant (PRINT): Jesse Allen

  
\_\_\_\_\_  
(Signature of Applicant/Sponsoring Organization)

Title: Vice President Deadwood Jam

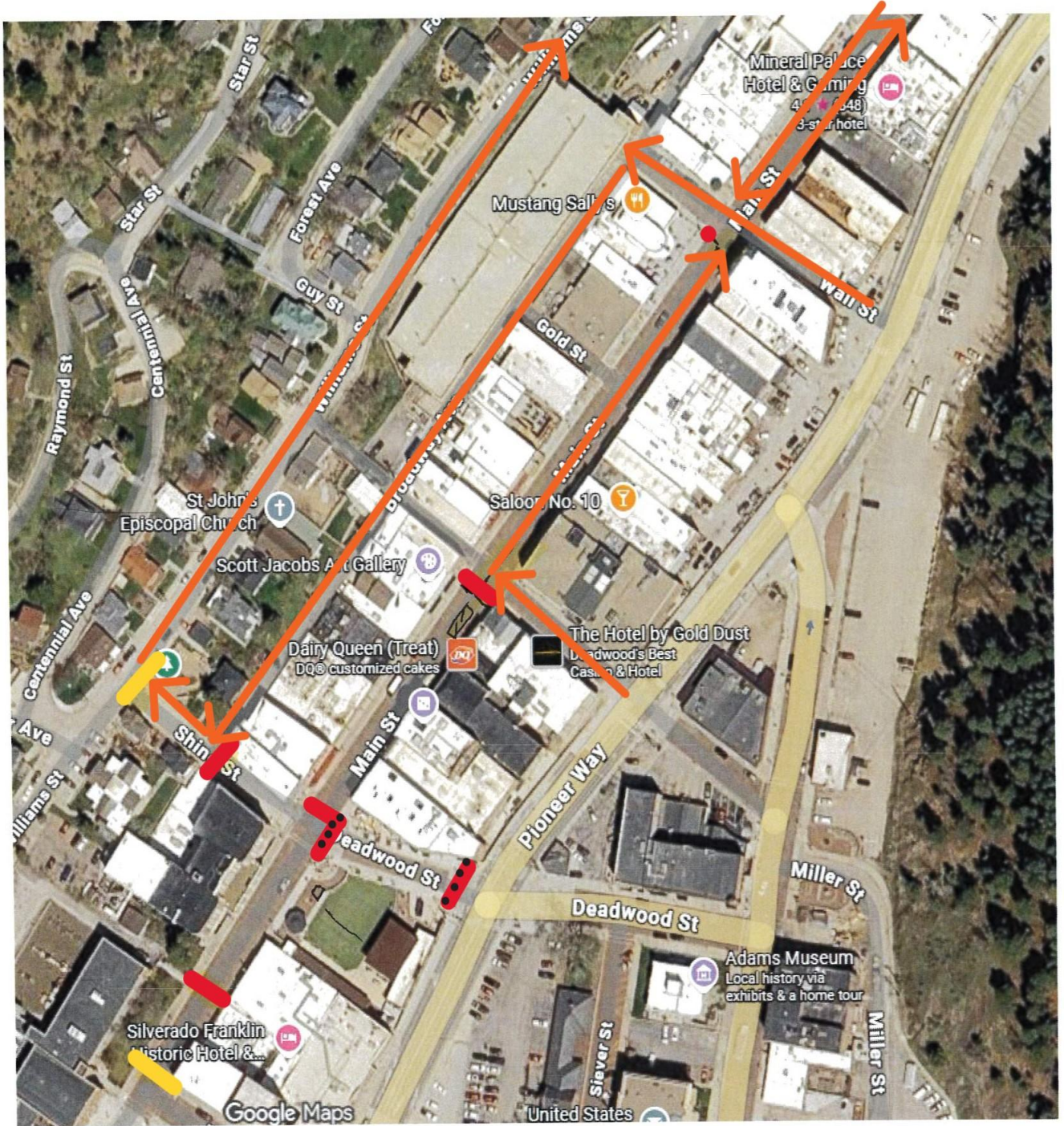
Date: 5/18/26

**VENDING**

Monthly vending reports shall be submitted by convention center vending, including Outlaw Square and Event Complex, to the Planning and Zoning Office. The report shall list event and vendor information for any event scheduled to occur the following month. Reports shall be submitted by the 15th of each month. Reports are to be submitted even if no upcoming event is planned for the following month. Failure to submit monthly reports could risk future event approval(s) and/or reissuance of liquor license. Approved vendors will be subject to periodic checks by the Zoning Administrator and/or his/her designee to ensure all information required by the City of Deadwood is being provided.

Adopted XXXXXX

# Deadwood Jam Street Closure Map



Yellow – Soft Closure

Red – Hard Closure