

TOWN OF SHERMAN, SD
APPLICATION FOR OUTDOOR EVENT, DANCE, CONCERT, OR OTHER ENTERTAINMENT

Name of Event _____

Applicant's Name _____

Address _____

Phone number _____ Cell # _____

Email Address _____

Emergency Contact _____

Name

Phone#

If applicant is a corporation, partnership, or non-corporate organization or joint-venture; names of officers and directors, partners, or three (3) other primary responsible persons, whichever is applicable, and addresses.

Responsible Party Name

Address

Type of Event _____ Date of Event _____

Beginning Time of Event _____ Ending Time _____

Location of event, including street address – if any – and boundaries. (Provide map if necessary.)

Describe perimeter construction (fencing, etc.) _____

Type of Entertainment (including name of band or performer) _____

Projected Number of People Who will Attend _____

Will Alcoholic Beverages be Sold, Served, or Consumed at the event? _____

If Yes, Will Underage Persons be Allowed to Attend? _____

If Yes, Describe the method to be used to separate minors from the alcoholic beverages.

Number of Security Staff _____

Level/Type of Training _____

Describe Uniforms or Means of Identifying Security Personnel _____

Will the security personnel be prohibited from drinking alcohol? _____

Describe Restroom Facilities (number and type) _____

Describe Trash Receptacles (number and type) _____

Describe the Plan for Parking and Traffic Flow _____

Describe Plan for Clean-Up Following the Event

Date of Clean-Up _____ Number of People in Crew _____

Method of Clean-Up _____

Signed: _____
Applicant Date

Applicants must also provide a certificate of insurance showing the Town of Sherman and its representatives as an additional insured.

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City Use Only

Approved by the Governing Body of the City of Sherman, South Dakota

On this ____ day of _____, 20____

By _____
It's President

ATTEST:

By _____
Municipal Finance Officer

City permits are required for parades and special events on City property. Scheduled fund raisers, walks, demonstrations, processions and marches using City streets, sidewalks, alleys or other public thoroughfares are classified as a parade and any planned assembly, block party, demonstration, rally or gathering of a group of 20 or more persons, animals and vehicles utilizing a public space, including parks, are classified as special events.

The Sherman Town Board oversees the permit application process. The permit application fee is \$50. Applicants must also provide a certificate of insurance showing the Town of Sherman and its representatives as an additional insured. Application and information is available from the Sherman Town Clerk. Event organizers are requested to submit applications 90 days in advance.

Town officials review and evaluate applications to determine impacts on neighboring businesses, properties, traffic flow and public safety and overall conformance with permit provisions.