



Date submitted: _____

**SPECIAL EVENT PERMIT APPLICATION
(LICENSE HOLDER)**

REQUEST FOR APPROVAL TO SELL OR SERVE ALCOHOL FOR A SPECIAL EVENT

1. Name of applicant _____
 2. Name of establishment: _____
 3. Mailing address _____
Telephone _____
 4. Liquor License classification: _____
 4. Will this event be held on City property/City street? Yes ☐ No ☐
 5. Location of event _____
 6. Date(s) of event _____
 7. Description of activity planned: _____
-

Attach Certificate of Dram shop Liquor Liability Insurance covering the sale of liquor outside of permanent structure of the licensed premises.

Restrictions:

- Sales must be made on the license premises as defined in the original license application.
- No sales will be permitted or consumption allowed on any public property.
- The area used for the special event must be enclosed or designated in some manner to mark boundaries for the event.
- No alcohol may be removed from the enclosed or designated boundary of the event.

Acknowledgement: By signing this application you agree to uphold the outlined restrictions. The penalty for breaking such may result in the revocation of your liquor license.

Applicant signature

Subscribed and sworn to before me this
_____ day of _____ 20____.

Notary Public