City of Valdez

APPLICATION TO SERVE ALCOHOLIC BEVERAGES ON CITY PROPERTY

- 1. Application to be made at least 5 working days prior to the event.
- 2. The applicant shall file with the P&R Department a copy of the Caterer's permit not less than 2 days prior to the event.
- 3. The applicant shall pay a permit fee of \$10.00 for each day/time if this permit is issued for events that are fund raisers and/or a charge will be made for beverages or the event.

Organization/Activity Information

	Organiz		Try IIIIOIIIIacia	711			
Date of Application	Orga	anization Name		Phone Numbers			
				Home:	Work:		
Organization Mailir		City	State	Zip			
Individual's Name Making Application			Position in Organization				
Description of Ever	nt:						
Date of Event	Beginning Ti	ime	Ending time	me Estimated # to Attend			
Children to Adult Ratio: Description of Beverages:		How will beverages be served?					
		Name of Caterer:					
		Will a char	rge be made fo	e for beverages/admission? Yes No			
Location of Event:							
Do you have design	ated drivers	identified?		Yes	No		
The applicant sha any claims, law su injury to persons above described as Applicant hereby of all information this application at true and correct. damage to facility laws & policies of APPLICANT SIGNA	its or judgment of the sale of the city.	nents arising e or serving ent. That he has to be perting the foregons is accepts	ng from loss, ag of alcoholi made a full ent to the ci oing statemes responsibili	damage to proceed to be deverages denoted the complete style considerate and informatty for restitution	roperty, or luring the disclosure ation of mation are tion of any		
				T			
Parks & Recreation Director Approval: Yes No			Police Chief Approval: Yes No				
SPECIAL CONDITIONS OF APPROVAL							

To Apply for an Alcohol Waiver

1. Please complete the form:

APPLICATION TO SERVE ALCOHOLIC BEVERAGES ON CITY PROPERTY

This form will ask for the following:

- a. Description of the event to be held.
- b. Children to adult ratio.
- c. Anticipated attendance.
- d. How will beverages be served (i.e. self-serve, catered controlled by assigned volunteer licensed bartender, etc.)
- e. What type of beverages beer, wine, hard liquor.
- f. Date/time and place of event.
- g. If you have designated drivers identified for those who can't drive.
- h. The name of your event contact person & phone number.
- i. Please list any other points that you feel should be known.
- 2. This application must be submitted to the Parks & Recreation Director no later than the five(5) working days prior to the event. The application will be forwarded to the Police chief for final approval.
- 3. A \$10.00 permit fee is due upon approval of the permit for events that are fundraisers or where a charge will be made for beverages or the event.
- 4. The Applicant must have a copy of the approved facility use permit in their possession showing that the facility has been scheduled and rental fees paid.
- 5. The Applicant must provide a copy of the caterer's permit (if required) not less than 2 days prior to the event.
- 6. No alcohol may be sold at City facilities unless contracted by a licensed caterer.
- 7. No glass containers are allowed.
- 8. All parking must be in designated public areas. Please do not park on residential streets.
- 9. Consumption of alcohol is to be confined to designated areas.

After submission of the above items to the Parks & Recreation Office, the approval process will take a minimum of five (5) working days

PLEASE PLAN AHEAD AND DON'T WAIT UNTIL THE DAY BEFORE!

Upon approval a call will be made to you. Other requirements may be identified as conditions of the approval, I.e. bonding, security protection, additional damage/cleaning fees or limitations.

We want you to enjoy our facilities, but with a degree of control.

THE RESPONSIBILITY AND CONCERN FOR SAFETY IS REALLY YOURS.