

TEMPORARY BEER EVENT PERMIT APPLICATION

Temporary Beer event permits are issued for the sale of beer by the permit holder. A single permit may authorize the sale of beer at retail for on-premise consumption at a temporary event that does not last longer than 30 days. The sale of beer under a series of permits issued to the same person may not exceed 90 days in any one calendar year. Temporary Beer event permits are issued to individuals, bona fide partnerships, corporations, limited liability companies, churches, political organizations, or incorporated associations or to recognized subordinate lodges, chapters or other local units.

Permits are issued by the DABC Director contingent on review by the Alcoholic Beverage Control Commission.

Complete* applications must be submitted at least 30 days prior to the event.

Late applications will be accepted on a case by case basis. Due to regulatory restrictions, applications received 7 business days or less prior to the event will not be considered.

***A complete application has All of the information requested and supporting documents attached.**

1. _____ Completed Application Form – [] Initial the attestation and [] notarize the signature. All information filled out.
2. _____ \$100 Permit fee (refunded if permit is not granted)
3. _____ \$500 Bond or Bond kept on file
 \$500 check, cash or money order **or**
 Corporate surety bond (template attached) **or**
 Third Party Liability Agreement if someone other than the applicant is paying the bond.
4. _____ Local city, town, or county consent to the issuance of the event permit. **LOCAL CONSENT MUST BE TURNED IN WITH THE APPLICATION OR THE APPLICATION CANNOT BE PROCESSED.** Please contact the business licensing office where the event is to be held to ensure adequate processing time.
5. _____ Proposed advertisement of the event such as printed and or electronic media [website links etc.]
6. _____ Complete list of proposed **control measures**. Required and/or recommended Control measures listed in the application should be filled out for every type of event. Provide additional pages of control measures if necessary).
7. _____ Detailed and scaled floor plan on an 8 ½" by 11" sheet of paper. The floorplan should be very comprehensive; **All control measures should be included on the floorplan / map.**

Utah Department of Alcoholic Beverage Control P.O. Box 30408 Salt Lake City, UT 84130	TEMPORARY BEER EVENT APPLICATION	Licensing and Compliance Division Application Number _____ <small>For Internal Use Only</small>
This is permit #: _____ For calendar year: _____ <small>For Internal Use Only</small>	<input type="checkbox"/> Temporary Beer Event Fees: \$100 <input type="checkbox"/> Event Bond \$500 or <input type="checkbox"/> \$500 Surety Bond <input type="checkbox"/> on file <input type="checkbox"/> using third party bond	Number of Authorized days of sale for calendar year _____ <small>For Internal Use Only</small>
APPLICANT INFORMATION		
1. Applicant Name: _____		
2. Applicant phone: _____ Fax _____ E-mail: _____		
3. Does this organization have a current DABC License: _____ License #: _____		
4. Contact Person: _____ Phone: _____ E-mail: _____		
5. Applicant address: _____ <div style="display: flex; justify-content: space-between; width: 100%;"> STREET CITY STATE ZIP </div>		
6. Mailing address: : _____ <small>(If Different from Applicant address)</small> <div style="display: flex; justify-content: space-between; width: 100%;"> STREET CITY STATE ZIP </div>		
EVENT INFORMATION (For events with multiple venues, attach "Multiple Venues" form)		
7. Event Name: _____		
8. Event Venue: _____ DABC Licensee? _____ <div style="display: flex; justify-content: space-between; width: 100%; margin-top: 5px;"> _____ Street _____ City _____ Zip </div>		
9. Date(s) of the event: _____ Alcohol Service hours: _____ to _____		
10. Type of Event: a) <i>purpose</i> of the event: _____ b) describe event activities: _____		
11. Who benefits from the proceeds of this event? _____		
12. Admission charge (if any): _____ Beer Price(s) \$ _____ Or, is alcohol included with admission? <input type="checkbox"/> No <input type="checkbox"/> Yes * If Yes, how many alcoholic beverages are included: * _____ and /or cash bar? <input type="checkbox"/> No <input type="checkbox"/> Yes * <input type="checkbox"/> * If an unlimited number of alcoholic beverages are included, all of the following conditions must apply: (i) Alcoholic beverages are served to patrons at a seated event; _____ Yes (ii) Food is available when the alcohol is furnished; _____ Yes, and (iii) No advertising of unlimited alcoholic beverages provided in the admission charge. _____ Yes		
13. Methods to be used for advertising: * _____ <div style="text-align: right; font-size: small;">*Please submit a copy of your proposed advertising with your application</div>		
14. List any private or public schools, churches, public libraries, public playgrounds and parks located within 600 feet of the event venue: _____		

CONTROL MEASURES

Sufficient control measures to prevent sales to minors and over-consumption are required for all events.

15. The applicant must comply with all control measures required for the type of event being hosted (see below). However, the director, after reviewing the facts and circumstances of a particular event, may in its discretion relax some of the control measures, or require *more* control measures.

A. Please tell us more about your event:

No Food Food Available Full Meals Minors allowed Over 21 Only

Maximum attendance per day at your event _____ Maximum in consumption area _____

- B. Small Scale Indoor event (1000 people or less) Private Event – not open to the public
(by invitation only – purchasing a ticket does not necessarily make it private)
- Any size indoor event with no minors allowed

If you checked any box in “B” - these events are required to have control measures one through six on the pages below. Carefully consider ALL eleven control measures listed and also check any of those you have decided will assist you with control of your event.

- C. Outdoor event **and** open to the general public Large Scale Event (over 1000 people) **and** minors allowed

If you checked either box in “C” - these Large scale or outdoor events are required to have all eleven control measures as listed below:

Requesting a Waiver or Modification of any Control Measure?

16. Please review all eleven control measures *on the following page*. If you wish to request a waiver of any required control measure for your event, please provide a reason for the waiver request: _____

(a) Alcohol Garden or (b) Other – (please list specifically): _____

- 1. I.D. Checking Location:** All events are required to have at least one location where adults wanting to purchase alcoholic beverages must show proof of age.
- 2. Training for those taking ID's:** Any person assigned to check proof of age shall have completed the alcohol server training seminar within the last three years. (Contact the Utah Division of Substance Abuse & Mental Health at 801-538-3939 or the substance abuse website at <http://www.dsamh.utah.gov/stateapprovedproviders.htm>).
- 3. Training for Servers:** At least one person who has completed the alcohol server training seminar outlined in Utah Code 62A-14-401 shall be at each location where alcoholic beverages are sold and dispensed to supervise the sale and dispensing of alcoholic beverages.
- 4. Number of Alcohol Beverages:** Each event patron **may have no more than one alcoholic beverage in front of them at a time**. Event servers may sell two alcoholic beverages to one person, but servers will be responsible for ensuring that the second beverage is not for the person purchasing the beverages and is not being provided to minors. **(By Statute, this control measure cannot be waived).**
- 5. Event Properly Secured:** The event must be properly secured and completely delineated by some type of physical structure (s) i.e. fencing, walls, gates, secured entrances and exits. **(See floor plan instructions and note these items on the floor plan).**
- 6. Security:** There must be a minimum of 1 security person for every 50 people estimated to be in the consumption area at one time (either inside the alcohol garden, or inside the venue if there is no alcohol garden required). Security may include police officers, hired security, organization staff members, security volunteers etc.

Estimated number of people in the consumption area _____ Number of security intended: _____

Type of Security: _____

Extra Control Measures are required for large scale or outdoor public events but may be added to ANY event.

7. Readily Identifiable Cups: Alcohol shall be served in readily identifiable cups or containers distinct from those used for non-alcoholic beverages.

- Type of container(s) for alcohol beverages: _____
- Type of container(s) for other beverages: _____

8. Alcohol Garden: If minors may attend the event, all dispensing and consumption of alcoholic beverages shall be in a designated, confined and restricted area where minors are not allowed without being accompanied by a parent or guardian and where alcohol consumption is closely monitored.

9. ID Station Separate: The I.D. check station(s) must be separated from the alcohol sales location(s).

10. Proof of Age – Handstamp or Wristband: Adults wanting to purchase alcoholic beverages must show proof of age and either have their hand stamped or be issued a non-transferrable wristband. Measures should be taken to prevent inappropriately discarded or damaged wristbands (which may end up in the control of minors). Indicate which control measure you will use:

[] **Non transferrable wristband** [] **Handstamp**

11. Other: List any other control measure not mentioned above: _____

FLOOR PLAN

16. Please attach a floor plan with this application on an 8 ½ x 11" sheet of paper, outlining the event area.
- List the name and type of event being held: (i.e. festival, dance, race, concert etc.)
 - The floor plan should include all physical features of the event area, including indoor or outdoor areas.
 - Building walls
 - Fencing – include type, height, etc.
 - Entrance and exit points and how they are controlled (gates, security, exit only, etc.)
 - Any other natural physical barriers such as rivers, lakes, ravines etc.
 - Indicate location of food sales, other vendors, exhibits, stages, tables, etc.
 - Show where the Proof of age (ID) station(s) is located.
 - Indicate alcohol garden, alcohol sales location(s), consumption areas, (include seating, alcohol garden barriers and what type of barrier will be used for the alcohol garden)
 - List the number of security personnel and what type (hired security, volunteer employees, police officers etc. and where they are stationed).
 - Include any additional control measures not already listed above or in item 19-B. Add an additional written summary, if you feel it is necessary, to explain your event in further detail.

ATTESTATION

By initialing & signing below, the applicant attests that:

(Please initial each statement)

- _____ Consent is given that authorized representatives of the commission, department, or any law enforcement officers will have unrestricted right to enter the premises during the event; and
- _____ That the person signing this application is authorized to act on behalf of the applicant.
- _____ The information contained in this application is true and correct;
- _____ No minor is a partner or managing agent of the applicant partnership; a managing agent, officer, director, or stockholder who holds at least 20% of the total issued and outstanding stock of the applicant; or a manager or member who owns at least 20% of the applicant limited liability company;
- _____ No person in the alcoholic beverage industry (winery, brewery, distillery, importer, supplier, wholesaler, bottler, or warehouse) holds a partial interest in the ownership of the retail business or in the real or personal property owned, occupied, or used by the applicant in the conduct of the applicant's business.
- _____ No **gambling** or any other violation of law or ordinance will be allowed on the premises serviced by the single event permittee;
- _____ The applicant does not and will not discriminate against persons on the basis of race, color, sex, religion, ancestry, or national origin at the event;
- _____ He/she has read and will abide by the provisions of the relevant parts of 32B-9 & 32B-15, Utah Code, and all Rules of the Commission and directives of the Department of Alcoholic Beverage Control; and understands that failure to adhere thereto or to no longer possess the qualifications of a single event permittee may result in immediate suspension and/or revocation of the permit and forfeiture of the compliance bond;
- _____ under 32B-1-304, no person who has been convicted of a felony; two or more convictions of driving under the influence of alcohol or drugs within the last five years; or any crime involving the sale, manufacture, distribution, warehousing, adulteration or transportation of alcoholic beverages, or involving moral turpitude may apply for or be granted a single event permit.

Authorized Signature

Date

Name/Title

State of _____ County of _____

Subscribed and sworn before me this day _____ of _____, 20____

Notary Public Seal

TEMPORARY BEER EVENT PERMIT

Local Consent

PURPOSE: Local business licensing authority provides written consent to the Alcoholic Beverage Control Commission to issue an event permit to an applicant for the purposes of storage, sale, offer for sale, furnish, or allow the consumption of beer on the event premises

AUTHORITY: Utah Code 32B-9-201

_____, [] City [] Town [] County
Local business license authority

hereby grants its consent to the issuance of a temporary single event permit license to:

Applicant Entity/Organization: _____

Event Name: _____

Event location address: _____
street city state zip

On the _____ day(s) of _____, _____
dates month year

during the hours of _____, pursuant to the provision of Utah Code 32B-9.
defined hours from - to

Authorized Signature

Name/Title

Date

UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL TEMPORARY BEER PERMIT FINANCIAL INFORMATION

IMPORTANT: The 'Financial Information Sheet' must be completed for each event and returned upon request by the DABC and must also be completed and returned before you can request a refund of your bond.

Permittee: _____

Event: _____

Date _____ of _____ event:
 _____ Phone
 number: _____ Person to contact: _____

The following information must be supplied to the Utah Department of Alcoholic Beverage Control before you may receive a refund of your \$500 compliance bond or before you may apply for another event. If you have any questions, contact the Licensing & Compliance Division at (801) 977-6800.

Fax to 801-977-6889 or Mail to: Utah Department of Alcoholic Beverage Control PO
 Box 30408
 Salt Lake City, Utah 84130-0408

Receipts

Admission/entrance fees _____
 Sales – Beer _____
 Sales - other _____

Purchases

Beer _____
 Food _____
 Other _____

Total receipts _____

Total purchases _____

Expenses

Rent _____
 Wages _____
 Catering/subcontracting _____
 Supplies _____
 Other (please list) _____

Total expenses _____

Net proceeds from event _____

Keep Bond on File with DABC

Please refund bond to: _____
Name

Address City State Zip

UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
Temporary Special Event Beer \$500 BOND
THIRD PARTY LIABILITY AGREEMENT

Complete this form if the \$500 cash bond is provided by a person other than the applicant.

The undersigned hereby consents to the use of this \$500 check for the purposes of a temporary special event beer permit compliance bond on behalf of:

Temporary special event permittee: _____

Name of event: _____

Date of Event: _____

Name on check: _____

Furthermore, it is understood that said \$500 must be left on deposit with the department for 30 days following said event, and that if said permit is rescinded, the \$500 may be forfeited.

Authorized Signature

Name

UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

1625 S 900 W • PO Box 30408 • Salt Lake City, UT 84130-0408 • Phone (801) 977-6800 • Fax (801) 977-6889

“TEMPORARY SPECIAL EVENT BEER BOND”

BOND # _____

KNOW ALL PERSONS BY THESE PRESENTS:

That **Principal**, _____, a temporary special event beer permittee, doing business as _____, and **Surety**, _____, a corporation organized and existing under the laws of the state of _____ and authorized to do business in Utah, are held and bound unto the Utah Department of Alcoholic Beverage Control in the sum of **\$500**, for which payment will be made, we hereby bind ourselves and our representatives, assigns, and successors firmly by these presents.

Dated this _____ day of _____, _____.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, the above principal has made application to the Utah Alcoholic Beverage Control Commission for a temporary special event beer permit pursuant to the provisions of 32A-10, Part 3, Utah Code.

NOW, THEREFORE, if said principal, its officers, agents and employees shall faithfully comply with the provisions of Title 32B, Utah Code, and the rules and directives of the Utah Alcoholic Beverage Control Commission and the Utah Department of Alcoholic Beverage Control, then this bond shall be void; but, if said principal, its officers, agents and employees fail to comply with the provisions of the laws, rules and directives or orders as the commission or department may issue, then this bond shall be in full force and effect and payable to the Utah Department of Alcoholic Beverage Control. This bond shall run for a continuing term effective _____ unless canceled by service of written notice upon the Utah Department of Alcoholic Beverage Control, which cancellation shall be effective 30 days after receipt of such notice; provided however, that no part of this bond shall be withdrawn or canceled while violations, legal actions or proceedings are pending against said permittee / principal.

Surety

Principal / Licensee

Attorney in fact

Authorized signature

{ Corporate Seal }

Name / Title

STATUTORY AFFIDAVIT FOR CORPORATE SURETY

STATE OF: _____

COUNTY OF: _____

On the _____ day of _____, _____, personally appeared before me,
_____, who, being by me duly sworn, did say that he / she is the attorney
in fact of _____, **Surety**, and that said instrument was signed in behalf
of said surety by authority, and acknowledged to me that he / she as such attorney in fact executed the same.

Notary Public Signature & Seal

Note: Corporate surety's own affidavit also acceptable

Multiple Venues Form

1. Event Name: _____

2. Event Venue # _____ Venue Name _____ DABC Licensee? _____

Street

City

Zip

3. Date(s) of the event: _____ Alcohol Service hours: _____ to _____

4. Multi day event? Total attendance at the event per day _____

5. Describe event activities: _____

6. Admission charge (if any): _____ Is alcohol included with admission? No Yes *

If Yes, how many alcoholic beverages are included: * _____

*** If an unlimited number of alcoholic beverages are included, all of the following conditions must apply:**

(i) Alcoholic beverages are served to patrons at a seated event; _____ Yes

(ii) Food is available when the alcohol is furnished; _____ Yes, and

(iii) No advertising of unlimited alcoholic beverages provided in the admission charge. _____ Yes

7. Cash bar? No Yes *

8. Price event is charging for 3.2 Beer \$ _____

9. List any private or public schools, churches, public libraries, public playgrounds and parks located within 600 feet of the event venue: _____

10. Will food be available? [] Full Meals? [] Will minors attend the event? [] Indoors < 1000 people []

Private Event [] (Invitation only - where the general public is not invited nor tickets obtained by the public)

11. Or - Extra Control Measures Required if:

Is the event located outdoors and open to the general public? Yes*

Does the event have an estimated attendance in excess of 1000 people with minors present? Yes*

12. If you wish to request a waiver of any control measure listed on the following pages, please indicate:

(a) Alcohol Garden or (b) Other – (please list specifically): _____

Explain the extra controls you will use if a waiver is to be granted _____

CONTROL MEASURES

1. I.D. Checking Location: All events are required to have at least one location where adults wanting to purchase alcoholic beverages must show proof of age.

2. Training for those taking ID's: Any person assigned to check proof of age shall have completed the alcohol server training seminar within the last three years.

3. Training for Servers: At least one person who has completed the alcohol server training seminar outlined in Utah Code 62A-14-401 shall be at each location where alcoholic beverages are sold and dispensed to supervise the sale and dispensing of alcoholic beverages.

4. Number of Alcohol Beverages: Each event patron *may have no more than one alcoholic beverage in front of them at a time*. Event servers may sell two alcoholic beverages to one person, but servers will be responsible for ensuring that the second beverage is not for the person purchasing the beverages and is not being provided to minors. **(By Statute, this control measure cannot be waived).**

5. Event Properly Secured: The event must be properly secured and completely delineated by some type of physical structure (s) i.e. fencing, walls, gates, secured entrances and exits. **(See floor plan instructions and note these items on the floor plan).**

6. Security: There must be a minimum of 1 security person for every 50 people estimated to be in the consumption area at one time (either inside the alcohol garden, or inside the venue if there is no alcohol garden required). Security may include police officers, hired security, organization staff members, security volunteers etc.

Estimated number of people in the consumption area _____ Number of security intended: _____

Type of Security: _____

Required 'Extra Control Measures' for Large Scale or outdoor public events: * may be added to any event

7. Readily Identifiable Cups: Alcohol shall be served in readily identifiable cups or containers distinct from those used for non-alcoholic beverages.

- Type of container(s) for alcohol beverages: _____
- Type of container(s) for other beverages: _____

8. Alcohol Garden: If minors may attend the event, all dispensing and consumption of alcoholic beverages shall be in a designated, confined and restricted area where minors are not allowed without being accompanied by a parent or guardian and where alcohol consumption is closely monitored.

9. ID Station Separate: The I.D. check station(s) must be separated from the alcohol sales location(s).

10. Proof of Age – Handstamp or Wristband: Adults wanting to purchase alcoholic beverages must show proof of age and either have their hand stamped or be issued a non-transferrable wristband. Measures should be taken to prevent inappropriately discarded or damaged wristbands (which may end up in the control of minors). Indicate which control measure you will use:

[] Non transferrable wristband [] Handstamp

11. Other: List any other control measure not mentioned above: _____

