

Per City Ord No. 1431

CITY OF JAMESTOWN
102 3RD AVENUE SE
JAMESTOWN, NORTH DAKOTA 58401
TELEPHONE 701-252-5900 ----- FAX 701-252-5903

APPLICATION FOR A TEMPORARY SPECIAL PERMIT
FOR ALCOHOLIC BEVERAGES AT SPECIAL EVENT AT DESIGNATED PREMISES

(Application must be submitted 10 days prior to event---late applications may be subject to surcharge)

The City Auditor may, at his discretion, refer the request for a permit to the City Council for action by said body at its next regular or special council meeting or appropriate committee meeting.

PERMIT FEE: \$60.00

(Check desired permit)
Catering Permit (ON SALE only--Alcoholic Beverages in Private or Public Building)--14 day event maximum
Serving Permit (Beer, Wine & Sparkling Wine Demonstrations and/or Tastings-No Charge)--3 day event maximum
Domestic Winery OFF SALE Permit (Domestic Winery owner or operator)--3 day event maximum

Copy Certificate of Insurance for off premises alcohol liability insurance must accompany application.

If Domestic Winery's primary place of business is outside of the City, a copy of the owner's or operator's city, county, and/or state license must accompany this application.

Separator line of slashes

Name of (Licensee) OR (Domestic Winery)

Mailing Address

Name of Contact Person, Telephone Number & Email Address:

Current Alcoholic Beverage License Number & Type CITY # STATE #
(ON SALE----OFF SALE-----ON/OFF SALE) TYPE TYPE

Name of Group for whom permit is being sought (governmental, fraternal, or other regularly organized nonprofit group or society)

Date (s) of Special Event From To Hour(s) From AM/PM To AM/PM
If date of event(s) includes a Sunday, have you obtained the Sunday Permit for this location? Yes No

Description of Special Event

Name & Address of Building where event will be held

Type of Alcohol to be sold & Method of Sale:

Do premises meet local and state requirements regarding sanitation and safety? Yes___ No___

Will the event include a public dance or a private dance? Yes___ No___

If so, the application for a public dance must accompany this application.

Attach a diagram of the event which sets out the following:

- a) Where the alcoholic beverages are to be dispensed; if alcoholic beverages, other than beer, wine or sparkling wine are being dispensed, the location of the barrier which persons under 21 years of age are prohibited from entering;
- b) Where alcoholic beverages are to be consumed;
- c) All entrances and exits;
- d) The area set aside for those under 21 years of age, if there will be persons under 21 years of age present; and,
- e) If persons under 21 years of age are allowed to comingle with persons 21 years of age or older, whether alcoholic beverages, other and beer, wine, or sparkling wine will be dispensed.

The Chief of Police shall be informed at least ten (10) days prior to an event for which a temporary special permit is obtained. The Chief of Police shall determine the appropriate number of authorized officers, if any, needed to appropriately police the event. **The person applying for the permit shall contact the Chief of Police to ensure authorized officers are present at such event and shall pay the City Administrator the fees in the amount of and manner provided for in §12-8 of this Code (\$25.00 per hour per officer).** **Security must be present at all times alcohol is being served. Alcohol may not be served after 2:00 a.m.**

Hours of Police Security at Event---**From** _____AM/PM **To** _____AM/PM
 (Permit will not be issued until hours for Security have been scheduled with the Police Department)

If this is a request for a Serving Permit, list previous temporary special serving permits issued for the permit year: _____
 Limit of TWO per year.

If this is a request for an Off- Sale Permit for a Domestic Winery, list previous temporary special serving permits issued for the permit year: _____
 Limit of TWO per year

The permit holder hereby consents to any police officer, sheriff, any peace officer of the state, or any duly authorized representative of the city to enter upon the premises listed in the permit for inspection of the premises, and that the permit holder seeking the permit waives all rights, constitutional or otherwise, against unreasonable searches or seizures, and further conditions that any alcoholic beverage found upon such premises or any property found therein held in violation of the laws of the state or of this chapter may be seized and taken away by such officer.

The permit holder hereby accepts all responsibility and liability for enforcement of City and State of North Dakota liquor laws regarding dispensing of alcoholic beverages during the time of the special permit.

Printed Name of Corporate Officer or Manager:	
Signature of Corporate Officer or Manager:	
Title:	
Date:	
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Application approved by and date:	