



CITY OF LAKEPORT POLICE DEPARTMENT

Permit for Special Event – With Alcohol Sales

INSTRUCTIONS: Complete, sign and return this form to the Lakeport Police Department at 2025 South Main Street, Lakeport CA 95453. Must include Department of Alcoholic Beverage Control Application. Please allow for 5 business days for processing.

APPLICANT'S NAME:		
ADDRESS:		PHONE:
NUMBER OF PEOPLE ATTENDING:		TYPE OF EVENT:
EVENT DATE:	EVENT START TIME:	EVENT END TIME:
EVENT LOCATION:		
PERMIT REQUESTED TO ALLOW ALCOHOL TO BE CONSUMED AT EVENT REQUESTED? <input type="checkbox"/> Yes <input type="checkbox"/> No		FACILITY REQUESTED: <input type="checkbox"/> Library Park <input type="checkbox"/> Westside Park
SIGNATURE OF APPLICANT:		

These conditions are to be reviewed and accepted by the Event Operator/Representative at the time of the permit process. It is the Event Operator's responsibility to ensure each seller/server be aware of and understand the below listed conditions prior to working the event.

1. Alcohol service must conform to the requirements of the Alcoholic Beverage Control (ABC) and this policy.
2. No alcoholic beverages shall be sold to any obviously intoxicated person or to any person under the age of 21. (Business and Professions Code 25602(a) and 25658(a)).
3. All sellers/servicer shall check the identification of any purchaser of alcohol suspected of being under the age of 25. Official photo IDs are acceptable forms.
4. Sales/service of alcohol shall cease _____ prior to the scheduled conclusion of the event.
Law enforcement checks the box.
 thirty (30) minutes
 one (1) hour
5. Consumption of alcoholic beverages shall be allowed only within the designated area of the event venue.
6. Purchases of alcoholic beverages shall be limited to two (2) per customer per transaction.
7. There should be no consumption of alcoholic beverages by any person working within the alcoholic beverages dispensing/sales booth at any time during or within four (4) hours prior to the shift.
8. All individuals involved in the dispensing, sales or service of alcoholic beverages shall be required to read and acknowledge these conditions.
9. These conditions will be posted in a conspicuous place clearly visible to the public and available upon request of any peace officer.
10. For the purpose of restricting underage access to alcohol if one of the following conditions is checked the event must adhere to the additional condition(s). (Law enforcement checks the below listed boxes)
 ID check at the door and wristbands for checked attendees.
 ID check at bar every time a drink is purchased.
 Separate area for consumption with an ID check at entrance.
 No one under 21 is allowed at the event.
 Other:
11. Failure to abide by these conditions may result in the immediate closure of the involved alcohol service booth and/or forfeiture of eligibility to serve the alcohol at future special events in the City of Lakeport. Ineligibility may apply to the individual or the organization.

A PERMIT FOR ALCOHOLIC BEVERAGES **CAN BE REVOKED** AT ANY TIME BY THE LAKEPORT POLICE DEPARTMENT IF IT IS DETERMINED THAT THE EVENT POSES A THREAT TO PUBLIC SAFETY, OR INJURY OR DAMAGE TO CITY PROPERTY, PRIVATE PROPERTY, OR ANY PERSON AT THE EVENT

Permit for Special Event – With Alcohol Sales is:

APPROVED

NOT APPROVED

Lakeport Police Department Representative

Date