



City of Evanston

Limited Malt Beverage Permit Application

\$25.00 Fee Per Day

CITY of EVANSTON

Name of Applicant: _____ Phone: _____

Address of Applicant: _____

Event or Purpose of Application: _____

Address or Location of Event: _____

Name of person responsible for crowd control, public & human safety and the dispensing of alcohol: _____

Phone: _____

- Person responsible must be present at all times during event

Signature of person responsible: _____ Date: _____

- Copy of current U.S. Drivers License or U. S. State Government issued photo ID required

Date of Event: _____ Time of Event: From _____ To _____

Will minors be attending the event? Yes No If yes, how will you be checking ID's prior to dispensing alcohol? _____

Will coolers be allowed at this event? Yes No

Name of Server: _____ TIPS Trained? Yes No Video Trained? Yes No

Date: _____ Date: _____

Name of Server: _____ TIPS Trained? Yes No Video Trained? Yes No

Date: _____ Date: _____

Name of Server: _____ TIPS Trained? Yes No Video Trained? Yes No

(Servers Must be 21 Years of Age) Date: _____ Date: _____

Alcohol will be served:	<u>Date</u>	<u>Beginning</u>	<u>Ending</u>
_____	_____	_____ a.m. / p.m.	_____ a.m. / p.m.
_____	_____	_____ a.m. / p.m.	_____ a.m. / p.m.
_____	_____	_____ a.m. / p.m.	_____ a.m. / p.m.

Signature of Applicant

Date Title

For City Use Only	Date Received _____ Amount \$ _____
	Submitted to City Council _____
	Submitted to City Clerk _____ Approved _____ Denied _____
	Submitted to Police _____ Approved _____ Denied _____
	Special terms or conditions _____

City Ordinance

Section 4-38(a) of the Evanston Municipal Code: Any person who sells, furnishes, gives or causes to be sold, furnished or given away any alcoholic liquor or malt beverage to any person under the age of twenty-one years, is guilty of a misdemeanor and can be fined \$750.00 and/or six months in jail.

Limited Malt Beverage Permit Rules

- A Malt Beverage Permit authorizes the sale of malt beverages only. "No person or organization holding the special (Limited Malt Beverage) permit shall sell any alcoholic liquor other than malt beverages on the premises described on the permit, nor shall any malt beverage be sold or consumed off the premises authorized by the permit.
- The permit applicant shall strictly adhere to the requirements imposed by the city council and with the state statutes, particularly those dealing with sales to persons under the age of twenty-one years and consumption of alcoholic liquor or malt beverages off the licensed premises.
- For events being held at a public facility, no alcohol will be served after 11:30 pm. If an event needs extended serving hours, the group organizer or caterer can request that city council consider allowing them extended hours for that event.
- For any events being held on properties or in facilities that are owned or managed by Evanston Parks and Recreation, prior authorization must be obtained by that organization before the event organizer or permit holder can apply for a malt beverage permit.
- The permit holder shall make certain that at least one person serving alcohol during the entirety of the event has successfully completed the Alcohol Server Training Program promulgated by the State of Wyoming and that all other persons, who serve or deliver malt beverages at the event, have viewed the training video approved by the police department, prior to the event.
- In an effort to help limit the consumption of alcohol by minors at events where a malt beverage permit has been issued, the permit holder shall ensure that no more than two beverages are sold to an individual at one time. The permit holder shall also take reasonable precautions to ensure that alcohol is not sold or furnished to anyone under the age of twenty-one years .
- The event organizer shall consider the impact that the event may have on surrounding neighborhoods and when needed, communicate with residents and businesses that may be impacted by the event. Some examples would include, but not limited to, parking, traffic flow, loud music/announcers and closures of streets.

*** Alcohol for your event must be purchased from a Wholesale Distributor - Not a liquor store. (It is illegal to purchase liquor from a liquor store and resale it.)**