City of Riverton
Permit Application

Type of Permit Application (check one)		Non-Refundable Fee	RMC Code Reference
☐	Catering Permit	$100.00	RMC 5.04.230 Shall permit retail liquor license holder to sell alcohol or malt beverages off premises.
☐	Malt Beverage Permit	$100.00 for profit or $50.00 for non-profit or volunteer	RMC 5.04.100 Shall permit any responsible person or organization to sell malt liquors only for a picnic, bazaar, fair rodeo, or similar gathering.

NAME OF APPLICANT: _____

ORGANIZATION: _____

ADDRESS OF APPLICANT: _____

PHONE NUMBER OF APPLICANT: _____

RETAIL LICENSE HOLDER (Required for Catering Permit): _____

SALES TAX #: _____ LIABILITY INSURANCE CARRIER: _____

PURPOSE OF PERMIT: _____

LOCATION OF PERMIT: _____

DATE OF PERMIT: _____

TIME OF PERMIT: FROM _____ TO _____

NUMBER OF PEOPLE IN ATTENDANCE: _____ WILL UNDERAGE CHILDREN BE PRESENT?

HOW WILL YOU ENSURE THAT THE PROHIBITION OF UNDERAGE DRINKING IS ENFORCED AT YOUR EVENT? For example, will IDs be checked and/or wrist bands be used?

PLEASE EXPLAIN YOUR SECURITY PLAN.

PLEASE DESCRIBE IN DETAIL HOW THE PERMITED AREA IN WHICH THE SALES, POSSESSION AND CONSUMPTION OF ALCOHOLIC BEVERAGES WILL BE RESTRICTED?

PLEASE DESCRIBE YOUR DESIGNATED DRIVER PLAN. For example, offer free beverages to designated drivers or obtain posters from Fremont County Prevention Management Organization.

"Excellence in Service to the Rendezvous City"

Riverton Police Department Conditions of Use for Catering & Malt Beverage Permits:

ID and Distribution Requirements

- Check identification. No sales to underage persons.
- Alcohol sales and consumption must be restricted to a specific area.
- No person distributing or managing alcohol sales shall consume alcohol.
- No sales to obviously intoxicated individuals.
- Servers must be at least 21 years of age.
- Only two cans/cups of alcohol may be purchased by one person at any one time.
- The area of distribution/consumption shall be clearly marked. No one under the age of 21 shall be allowed in the distribution area. Warning signs restricting access by underage persons to the dispensing area shall be posted.
- Distribution & consumption of alcohol shall conclude at least 1 hour prior to end of the event.
- Alcohol intoxication awareness training for management, security and servers.

Dispensing of Alcohol

- Use plastic cups or aluminum cans. No glass containers.
- Use distinguishable containers.
- Non-alcoholic beverages must be offered free of charge at a location separate from the alcohol dispensing area.

Other

- Leave the site clean and free of debris.
- Provide a copy of the permit to all event staff.
- Keep an accurate incident log & submit to the City Clerk within 72 hours of event completion.

Other specific conditions as required by the Chief of Police (or designee):

_____

_____

_____

Other specific conditions as required by the City Clerk (or designee):

_____

_____

_____

Upon signing this application, the recipient accepts all responsibility for ensuring that no one under 21 years of age will be allowed access to any alcoholic beverages during this function and assumes responsibility for civil and criminal liability in the event a person under the age of 21 consumes or possesses alcohol at this function. Furthermore, recipient agrees to abide by all rules and condition as specified by this permit.

_____

Signature of Applicant

FOR OFFICE USE ONLY

Police Department Reviewed by: _____

PERMIT ISSUED BY:

_____ _____

City Clerk (or Designee) Signature Date

Amount Paid _____ Date Paid _____ # of Approved Permits _____

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