



208 Main Street North
PO Box 5
Belfield, ND 58622
auditor@cityofbelfield.com
701-575-4235

SPECIAL EVENT LIQUOR PERMIT APPLICATION

The undersigned hereby makes application for a license to sell alcoholic beverages at special events, public dances, beer gardens or music festivals, in the City of Belfield, North Dakota, under the provisions of City Code and ordinances governing alcoholic beverages and alcoholic beverage permits, and submits the following facts in support thereof:

Applicant (as appears on current City License): _____

Contact Name: _____ Phone Number: __

Type of License Currently Held _____ On/Off Liquor _____

- Attach copy of license
- On file

3. Location _____

4. Purpose _____

5. Date(s)/Time(s) of Special Event: **One day** _____ 20 _____

Multiple days _____ 20 _____ thru _____ 20 _____

Time> Open at _____ m > Close at _____ m (Latest closing time is 1:00 a.m. of succeeding day)

6. Number of person expected to attend _____

7. Event restricted to those 21 years of age or older? () Yes () No

8. Number of minors expected to attend _____.

9. Wrist band or hand stamp for 21 yoa? () *Yes () No *Specify: Band - Stamp

10. Live music? () *Yes () No *Band name: _____

11. Name of the person to be in charge at the event _____.

12. Type(s) of alcoholic beverages to be sold _____.

13. Name of bona fide security company contracted for event: _____

14. Number of bona fide security personnel assigned to event: _____

15. Number of in-house staff or private security personnel hired and dedicated to security for event: _____



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I hereby verify there will be one entrance, one exit and a person (server trained preferred) stationed at the entrance/exit at all times to check ID's. I hereby also acknowledge the Police Department will conduct routine inspections to insure that I am in compliance with foregoing conditions.

Identify the premises to be used and draw a clear and understandable floor plan of premises. Show what part of the building/area will be used for the alcoholic beverage business, including all exits, bars, dining areas (if any), beverage coolers and beverage storage area. Indicate what are solid walls, half walls, dividers, moveable partitions or stanchion controlled areas. If event is being conducted outdoors, include the area to be fenced.

*Note: Alcohol sale areas have to have clear and defined boundaries denoted in diagram showing the entrance/exit and establishing a restrictive over the counter sale area. Attach additional sheets as needed.

I hereby state that the above information is true to the best of my knowledge and if such permit is granted I agree to comply with all of the ordinances of the City of Belfield and the laws of the State of North Dakota and the United States.

Dated this _____ (Licensee)

BY: _____
(Name and title if corporate officer)

Subscribed and sworn to before me this ____ day of _____, 2019.

Notary Public, _____ County, North Dakota

NOTICE:

North Dakota Century Code 53-02-08 requires that any public dance, music festival or public concert must have law enforcement or licensed security so that law and order are maintained. The Sheriff in any county or the Chief of Police in any city where the dance or concert is being held may police the dance or shall determine the number of licensed security officers required to police the public dance, music festival or public concert. The person conducting the public dance, music festival or public concert shall pay to the Sheriff, Chief of Police or the licensed security the cost of policing the dance, music festival or concert before the dance, festival or concert is held. The licensed security company and the number of licensed security officers must be approved by the Chief of Police prior to the event being conducted and prior to the Chief of Police approving the application for the event alcoholic beverage permit if the event includes a public dance, music festival or public concert.

PRIVATE PARTY is an event where attendance is by invitation only, the host controls access to the premises, and alcoholic beverages are provided to invited guests at no charge. A Special Event Liquor License is not required for a private party.

Application Fee \$25.00

Date Application & Fee received: _____, 20____ City Auditor's Signature: _____

Date License issued _____, 20____ Off Premises License No.: _____

Police department notified of event and number of minors.



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Special Event Release and Indemnity Agreement

REIMBURSEMENT, INDEMNITY AND HOLD HARMLESS AGREEMENT The applicant must promptly reimburse the City for any costs incurred of any kind that are a result of use by applicant under the permission granted. This includes, but is not limited to; cleanup, maintenance, preventative, or replacement costs. Furthermore, applicant hereby agrees to defend the City and its employees and hold harmless the City from any and all liability to any person or entity that may be caused by damage or injury incurred as a result of this event. This agreement is effective on the date which this event is to take place and is complete for the entirety of the event.

Individual Applicant:

Name: _____

Signature: _____

Address: _____

Driver's License #: _____

Sponsoring Organization:

Name: _____

Signature: _____

Address: _____

Federal Tax ID: _____

Subscribed and sworn to me, a Notary Public, this ___ day of _____, 20__.

Notary Seal

Notary Public, _____ County, North Dakota

My commission Expires: _____