



APPLICATION FOR A SPECIAL EVENT LIQUOR PERMIT

Submit with \$100 Fee to the Town of Buena Vista

RETURN TO: TOWN CLERK
PO BOX 2002
210 E MAIN ST
BUENA VISTA, CO 81211
BVCLERK@BUENAVISTACO.GOV

In order to qualify for a Special Event Liquor Permit, you MUST be a nonprofit AND one of the following:
(please check the applicable box)

- | | | | |
|------------------------------------|--|---|--|
| <input type="checkbox"/> Social | <input type="checkbox"/> Athletic | <input type="checkbox"/> Political Candidate | <input type="checkbox"/> Chartered Branch, Lodge, or Chapter of a National Organization or Society |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Political | <input type="checkbox"/> Philanthropic Institution | |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> Religious Institution | <input type="checkbox"/> Municipality, County, Special District | |

Type of Special Event Liquor Permit Applicant is Applying for:

- Fermented Malt Beverage Malt, Vinous, and Spirituous Liquor

Name of Non-Profit: _____

Mailing Address of Non-Profit: _____

State Sales Tax-Exempt Number (required): _____

Name of Event: _____

Address of Proposed Location for Special Event: _____

Name of Officer of Organization: _____ Date of Birth: _____

Home Address: _____ Cell Phone: _____

Email Address: _____

Event Manager: _____ Date of Birth: _____

Home Address: _____ Cell Phone: _____

Email Address: _____

Has Applicant Organization or Political Candidate been issued a Special Event Liquor Permit this calendar year?

- No Yes: for how many days? _____

Are the premises currently licensed under the State liquor and beer code?

- No Yes: to whom? _____

Does the Applicant have possession or written permission for the use of the premises to be licensed? Yes No

List Below the Exact Date(s) and Hours of the Event(s):

Date: _____ Hours: From _____ To: _____

Date: _____ Hours: From _____ To: _____

Date: _____ Hours: From _____ To: _____

Date: _____ Hours: From _____ To: _____

Date: _____ Hours: From _____ To: _____

Oath of Applicant

I declare under penalty of perjury to the second degree that I have read the foregoing application and that all information therein is true, correct, and complete to the best of my knowledge.

Signature: _____ Title: _____ Date: _____

Report and Approval of Local Licensing Authority

The foregoing application has been examined and the premises, business conducted, and character of the applicant is satisfactory, and will comply with the provisions of Title 44, Article 5, C.R.S. as amended. Therefore, this application is approved.

Printed Name of Representative: _____ Title: _____

Signature of Representative of Town of Buena Vista: _____ Date: _____

Application Information and Checklist

The following supporting documents must be attached to this application for a permit to be issued:

- Town of Buena Vista Application for a Special Event Liquor Permit
- \$100.00 application fee, payable to the Town of Buena Vista
- Diagram of the area to be licensed on paper not larger than 8 ½" x 11". This diagram must reflect bars, walls, partitions, ingress, egress, and dimensions. NOTE: If the event is to be held outside, please submit evidence of intended control (i.e., fencing, ropes, barriers, etc.).
- A written narrative describing how the area will be controlled. The applicant must demonstrate that all alcoholic beverages will remain within the proposed licensed area and that no other "private" alcoholic beverages will be brought into the licensed area.
- Proof the applicant has possession or authorization to use the premises for the entire duration the Permit is issued, and liquor is served. (e.g., Town of Buena Vista Special Events Permit, deed, lease, letter, etc.).
- Certificate of Fact of Good Standing issued by the Colorado Secretary of State, dated within the last two years;
 - If not incorporated, a non-profit charter; or
 - If a political candidate, attach copies of Campaign and Political Finance reports and statements filed with the Secretary of State or Town Clerk
- Certificate of Liability Insurance if the event is on town property. On the Certificate, the Town of Buena Vista is the designated Certificate Holder and is named as additional insured.

Application must be submitted to the local licensing authority at least **30 days prior to the event**.

The premises to be licensed must be posted at least **10 days prior to the public hearing**.

C.R.S. 44-5-102. Qualifications for permit.

(1) A special event permit issued under the article 5 may be issued to:

(a) An organization, whether or not presently licensed under articles 3 and 4 of this title 44, that:

(I) Has been incorporated under the laws of this state for purposes of social, fraternal, patriotic, political, educational, or athletic nature, and not for pecuniary gain;

(II) Is a regularly chartered branch, lodge, or chapter of a national organization or society organized for the purposes specified in subsection (1)(a)(I) of this section and is nonprofit in nature;

(III) Is regularly established religious or philanthropic institution; or

(IV) Is a state institution of higher education;

(b) A political candidate who has filed the necessary reports and statements with the secretary of state pursuant to article 45 of title 1; or

(c) Any municipality, county, or special district.

(2) Repealed.

(3) Notwithstanding an law to the contrary, and subject to this article 5, the state of local licensing authority may issue a special event permit to a state agency, the Colorado wine industry development board, created in section 35-29.5-103, or an instrumentality of a municipality or county that promotes:

(a) Alcohol beverages manufactured in the state; or

(b) Tourism in an area of the state where alcohol beverages are manufactured.