

APPLICATION FOR PERMISSION TO SERVE ALCOHOLIC BEVERAGES

The undersigned individual, group or entity (“User”) hereby applies for permission to hold an event at the Sevierville Civic Center or the Sevierville Community Center, at which alcoholic beverages will be served.* As a condition of consideration by the City of Sevierville (the “City”) of this Application, the undersigned User agrees to adhere to and comply with the following policies regarding service of alcoholic beverages at the Sevierville Civic Center and the Sevierville Community Center:

1. User shall comply with all state laws and City ordinances pertaining to the service and sale of alcoholic beverages, including but not limited to Title 8 Chapter 2 of the Sevierville Municipal Code and regulations issued by the Tennessee Alcoholic Beverage Commission (“TBAC”).

2. All persons serving alcoholic beverages at User’s event must hold a valid Server Permit issued by TBAC.

3. If money is exchanged for service of alcoholic beverages at the event, or for admission to the event (e.g., a cash bar or tickets sold for admission), alcoholic beverages must be served by a caterer duly licensed by the City, by TBAC and/or by the Tennessee Department of Health, as applicable. The caterer must hold a City beer permit and must meet all requirements and restrictions of Section 8-215 of the Sevierville Municipal Code. No later than seven (7) days prior to the start of the event, the caterer shall complete and deliver to the City Finance Department a Caterer Event Form, Exhibit A hereto, for verification before an application may be approved.

4. A caterer serving alcoholic beverages at User’s event must have the following insurance coverage: General liability insurance, including liquor liability coverage, with minimum limits for bodily injury, including death, and property damage, in the amount of \$1,000,000.00 combined single limit. The caterer must also have workers compensation insurance as required by Tennessee law.

If alcoholic beverages at User’s event are not being served by a caterer, User must have the following insurance coverage: General liability insurance, including host liquor liability coverage, with minimum limits for bodily injury, including death, and property damage, in the amount of \$1,000,000.00 combined single limit.

In either case, a certificate of insurance naming the City as an additional insured and showing that the required insurance is in effect shall be provided to the City no later than five (5) days prior to the event.

5. Prior to the start of the event, User shall furnish a deposit of Six Hundred and No/100ths Dollars (\$600.00) to the City. The deposit will be refunded at the conclusion of the rental period, less any amount necessary to reimburse the City for damage to the facility.

*Rental of space in the City facility is also governed by the terms of a separate agreement.

6. A copy of a valid Server Permit issued by TBAC for each person serving alcoholic beverages at the event must be provided to the City prior to the date of the event. Each person serving alcoholic beverages must show his or her valid Server Permit to City staff on duty upon arrival on the date of the event.

7. The names of all persons who will serve alcoholic beverages at the event are listed below. Copies of their valid Server Permits, and copies of a picture ID for each such person, are attached to this Application.

Name of Server(s): Name of caterer (if applicable)

The undersigned User agrees to the terms and conditions stated above.

NAME OF USER:

By: _____

Date: _____

Printed Name

Title: _____

APPROVED:

Director of Parks and Recreation

Date: _____

ATTACHMENTS:

Copy of Server Permit(s)

Picture ID of Person(s) Serving Alcohol

Appendix A



City of Sevierville
120 Gary Wade Boulevard, P.O. Box 5500
Sevierville, TN 37864-5500
(865) 453-5504

NOTICE OF CATERED EVENT

STATE CATERER LICENSE NO.: _____ TODAY'S DATE: _____

NAME OF LICENSED CATERER: _____

CATERER ADDRESS: _____
STREET CITY STATE ZIP

This notice is to advise the City of Sevierville Beer Board that the above licensed caterer will be providing food and beverage service for the following event:

❖ HOST OR CONTRACTING PARTY/ORGANIZER OF EVENT: _____

❖ DATE OF EVENT: _____

❖ LOCATION/ADDRESS OF EVENT: _____

❖ BEGINNING AND ENDING TIMES OF EVENT: _____

❖ MEALS WILL BE PROVIDED BY THIS CATERER OR _____
NAME OF PROVIDER

❖ LIST FOODS TO BE PROVIDED: _____

~Beer may be sold for consumption only at the permanent catering hall of the caterer or at a site for which the caterer has given at least seven (7) calendar days advance notice to the City Recorder's office.

~Only employees of a licensed caterer may serve beer at any event, whether at the caterer's designated premises or a remote venue.

~No caterer may provide only alcohol without meals present and available for consumption at any catered event.

Print Name

Job Title

Signature