

#117897

Meeting 2/22/16 Agenda 2/2/16

PC #16

Special Event Liquor License Application Attachment B

Licensing Office
55 North Center Street
PO Box 1466
Mesa, Arizona 85211-1466
480-644-2316 Telephone
480-644-3999 Fax
www.mesaaz.gov



If you are having alcohol sales you will need to obtain a Special Event Liquor License or an Extension of Premises from City of Mesa Licensing Office. This must be submitted at least 60 days prior to the event. A license is required with special provision outlined. Plan a minimum of 60 days to complete this process.

Check all that apply:

- ☐ Free/Host Alcohol
☒ Alcohol Sales
☐ Host and Sale Alcohol

- ☐ Beer
☒ Beer and Wine
☐ Beer, Wine and Distilled Spirits

Do you plan to secure a:

☒ **Special Event Liquor License** - The Special Event Liquor License fee is \$25 and must be approved by the City Council. After city approval, your application must be submitted to and approved by the State of Arizona. There are fees involved at the State. A non-profit association must obtain this license. (Complete State of Arizona Special Event Liquor Application and site plan.)

OR

☐ **Extension of Premises License** - There is no fee involved with the Extension of Premises. This is allowed when a liquor license is already in affect and you want to extend the area where liquor is sold. (Complete State of Arizona Extension of Premises Application and site plan.)

Please describe your security plan to ensure the safe sale or distribution of alcohol at your event Appropriate security personnel will be monitoring the event to ensure the safe sale and responsible consumption of alcohol, including

no one leaving the premises with alcohol. Identification will be checked in fenced areas and wrist bands will be given to those 21 and over. ID will be checked again at point of sale by licensed servers.

If applying for a Special Event Liquor License the following must be provided:

The CARE Fund

EIN:80-0563472

Charity's or Organization's Name
Cathy Sherwin

Executive Director

501 (C) #
480-305-8607

Name of Contact at Charity/Organization
Michelle McGinty, DRA

Title with Organization

Phone Number

On-Site Agent Responsible for Liquor

How will attendees over the age of 21 be identified? All necessary precautions will be made to ensure that now one under the age of 21 has access to alcohol. Attendees' IDs will be checked to enter the fenced areas and those 21 and older will be given a wristband.

Attendees 21 and older will have their ID checked again at point of purchase.

What controls will be used to keep attendees under the age of 21 from obtaining alcohol at the event? Beer and wine will only be sold by personnel trained in Arizona liquor laws in two designated areas with security.

Will food be served? ☒ Yes ☐ No If yes, what type of food will be served Food trucks and catering

Seating capacity of designated area: # _____



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR DLIC USE ONLY

Event Date(s):

Event time start/end:

CSR:

License:

APPLICATION FOR SPECIAL EVENT LICENSE

Fee= \$25.00 per day for 1-10 days (consecutive)

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: The Care Fund

SECTION 2 Non-Profit/IRS Tax Exempt Number: 80-0563472

SECTION 3 The organization is a: (check one box only)

☒ Charitable ☐ Fraternal (must have regular membership and have been in existence for over five (5) years)

☐ Religious ☐ Civic (Rotary, College Scholarship) ☐ Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises? ☐ Yes ☒ No

Name of Business

License Number

Phone (include Area Code)

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

☐ Place license in non-use

☐ Dispense and serve all spirituous liquors under retailer's license

☒ Dispense and serve all spirituous liquors under special event

☐ Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/owner will need to suspend that portion of the premise.)

SECTION 6 What is the purpose of this event? ☒ On-site consumption ☐ Off-site (auction) ☐ Both

SECTION 7 Location of the Event: Eastmark Great Park

Address of Location: 10100 E. Ray Road Mesa Maricopa AZ 85212
Street City COUNTY State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? ☐ Yes ☐ No

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Sherwin Cathy REDACTED
Last First Middle Date of Birth

2. Applicant's mailing address: 16427 N. Scottsdale Rd., Suite 145
Street City State Zip

3. Applicant's home/cell phone: (REDACTED) Applicant's business phone: (480) 305-8607

4. Applicant's email address: cathy@thecarefund.org

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

2. How many special event licenses have been issued to this location this year? _____

3. Is the organization using the services of a promoter or other person to manage the event? ☐ Yes ☒ No

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Address _____

Street City State Zip

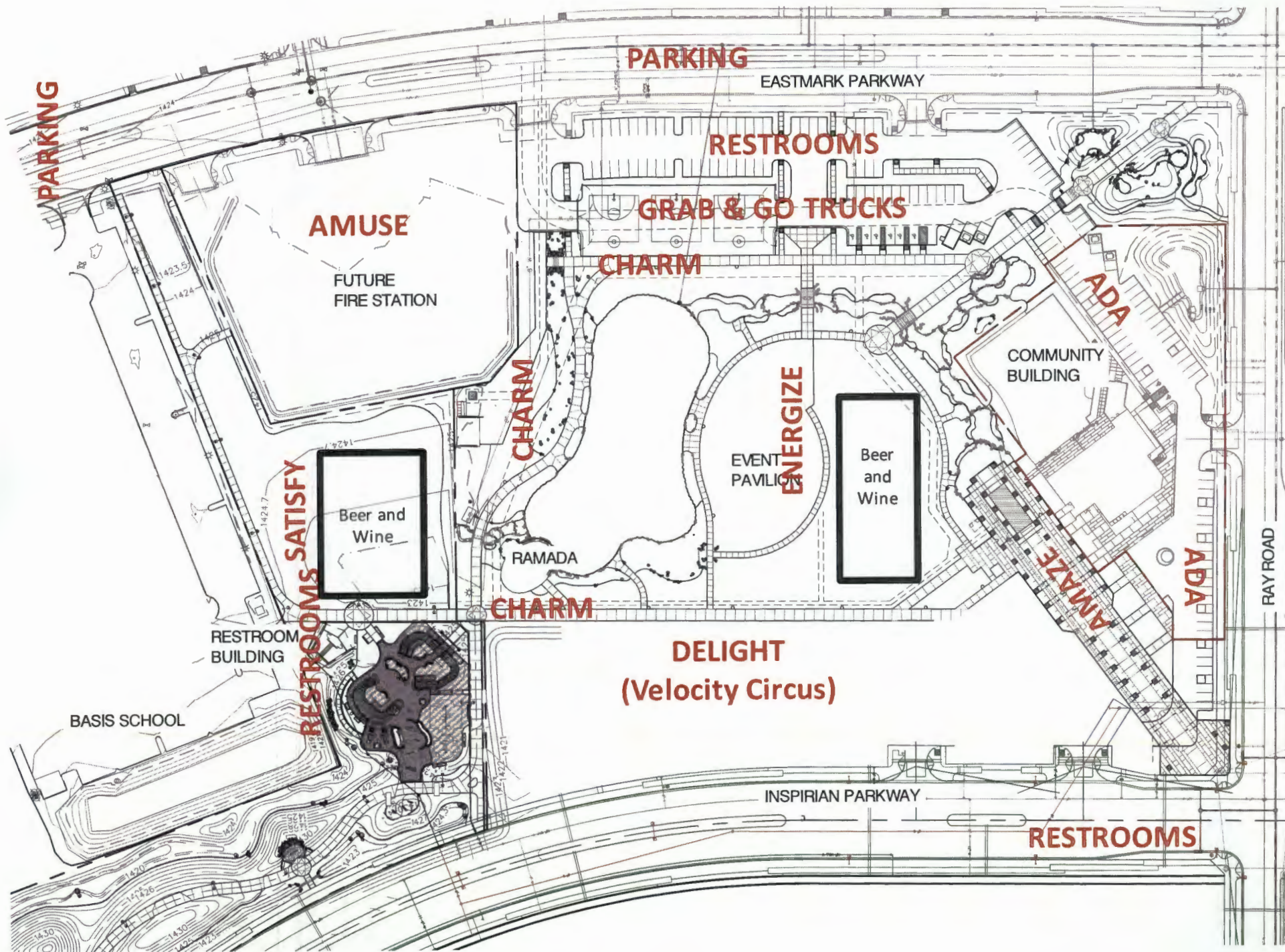
"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE"

All personnel serving and selling alcohol will have received Title 4 training.

See A.R.S. § 4-244(15) and (17) for legal hours of service.

SECTION 12 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

N↑



SECTION 13 To be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, Cathy Sherwin (Print Full Name) declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X Cathy Sherwin (Signature) Executive Dir Title/Position 1/8/14 Date 480-305-8607 Phone #

The foregoing instrument was acknowledged before me this JANUARY Day 8 Month 2014 Year

State ARIZONA County of MARICOPA

My Commission Expires on: 10/23/2017 Date

[Signature]

Nitesh Patel
Notary Public - Arizona
Maricopa County
My Commission Expires
October 23, 2017

SECTION 14 This section is to be completed only by the applicant named in Section 9.

I, Cathy Sherwin (Print Full Name) declare that I am the APPLICANT filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

X Cathy Sherwin (Signature) Executive Dir Title/Position 1/8/14 Date Phone #

The foregoing instrument was acknowledged before me this 8 Day JANUARY Month 2014 Year

State ARIZONA County of MARICOPA

My Commission Expires on: 10/23/2017 Date

[Signature]

Nitesh Patel
Notary Public - Arizona
Maricopa County
My Commission Expires
October 23, 2017

Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.azliquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section

I, _____ (Government Official) _____ (Title) recommend ☐ APPROVAL ☐ DISAPPROVAL

on behalf of _____ (City, Town, County) _____ Signature _____ Date _____ Phone _____

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

☐ APPROVAL ☐ DISAPPROVAL BY: _____ DATE: _____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. No agency shall make a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.