CITY OF ROCK PORT 500 South Main Street Rock Port, Missouri 64482 4th Class City Population: 1,270



CITY HALL PHONE: (660) 744-2636 Fax: (660) 744-5553 RPCITYHALL@RPMO.COM WWW.RPMO.COM

SPECIAL EVENT PERMIT APPLICATION FOR ALCOHOL CONSUPTION ON CITY PROPERTY

A person seeking issuance of a special event permit shall file an application in the office of the City Clerk on forms provided by the City. An application for a special event permit shall be filed not less than fifteen (15) days nor more than forty-five (45) days before the date on which the special event is to occur. The Board of Aldermen may, in its sole discretion, consider an application filed less than fifteen (15) working days before the special event.

EVENT INFORMATION

DATE OF EVENT

ENDING TIME

PARK OTHER

GIVE THE NATURE & BRIEF DESCRIPTION OF THE SPECIAL EVENT

RESPONSIBLE PARTY

LAST NAME

FIRST NAME

ADDRESS

CITY, STATE ZIP

EMAIL ADDRESS

PHONE NUMBER

SIGNATURE

*ATTACH PROOF OF INSURANCE, IF APPLICABLE

FOR OFFICE USE ONLY

THIS APPLICATION WAS APPROVED ON THE _____ DAY OF _____, 202_ BY THE BOARD OF ALDERMEN. PERMIT ISSUED CONTINGENT ON DISCRETE DISPLAY OF ALCOHOL ON CITY PROPERTY. THE CITY OF ROCK PORT WILL NOT BE HELD LIABLE FOR ACCIDENTS OR INJURIES.

ATTEST:

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Chapter 605. Alcoholic Beverages

Section 605.041. Application for Special Event Permit. [Ord. No. 906 §2, 6-11-2002]

A. A person seeking issuance of a special event permit shall file an application in the office of the City Clerk on forms provided by the City.

1. *Filing period.* An application for a special event permit shall be filed not less than fifteen (15) days nor more than forty-five (45) days before the date on which the special event is to occur. The Board of Aldermen may, in its sole discretion, consider an application filed less than fifteen (15) working days before the special event.

2. Contents. The application shall contain the following information:

a. The nature of the special event;

b. A description of the special event, including the hours when it will start and terminate and the location of the event;

c. The name, address and telephone number of the person responsible for the event;

d. The signature of at least one (1) adult who is responsible for the event;

e. Proof of sufficient insurance for the holding of the special event;

f. Consent and approval for the special event by all owners and tenants in possession of the premises.

Section 605.042. Standards for Issuance of Special Event Permit. [Ord. No. 906 §2, 6-11-2002]

A. The Board of Aldermen may issue a special events permit when, from the consideration of the application and such other information as is obtained, they find that:

1. The proposed event and its location are permitted by the terms of this Chapter;

2. The application complies in all respects with the requirement of this Chapter;

3. The concentration of persons or vehicles at the event will not unduly interfere with proper fire and Police protection of the area nor interfere with providing ambulance service to the area;

4. The conduct of the special event is not likely to cause injury to persons or property or to provoke disorderly conduct or create a disturbance.