



City of Cody
Catering Permit Application

Retail Liquor License Holder: _____

Name of Event: _____

Applicant Name: _____

Contact Person: _____ Phone # _____

Mailing Address of Applicant: _____

Location of Sales*: _____

*permits for events held on City property must have prior approval by the City Council (City Auditorium is exempt)

Permit From ____/____/____ To ____/____/____ #of Calendar days ____ x \$50 = Fee
\$ _____

This application is for a permit, issued to any retail liquor license holder within the City of Cody. This catering permit authorizes the sale of both alcoholic and malt beverages for sales at meetings, conventions, private parties, dinners, and other similar gatherings within the City of Cody (W.S. 12-4-502a). No person OR organization shall receive more than a total of 24 catering permits for sales at the same premises in any one year. No licensee holding a catering permit shall sell or permit consumption of any alcoholic or malt beverages off the premises described in this permit.

By filling out this application, I agree to operate in the City of Cody under the requirements of City Ordinances and W.S. 12-4-502 and all other applicable Wyoming laws and rules, and to file required sales tax reporting documents and remit sales taxes. Further, I acknowledge under penalty of perjury that all of the information provided in this application is true and correct.

Signature of Applicant

Date

Alcohol Safety Checklist

This safety checklist is provided as a tool to reduce the harm associated with the misuse of alcohol and underage drinking in order to provide a safe, family-friendly community event at a City Park in Cody. Below are precautions the event coordinator and staff should follow.

- Ensure anyone purchasing alcohol is at least 21 years old. Any person wishing to purchase beer at the event must provide valid identification.
 - If a malt beverage permit, event volunteers will ID all individuals wishing to purchase and/or drink alcohol and identify them with a stamp on their hand, wrist band or other identifying means.
 - If a catering permit, employees of said company which obtained permit will ID all individuals wishing to purchase and/or drink alcohol and identify them with a stamp on their hand, wristband, or other identifying means.
- Persons serving alcohol will be 21 years or older.
- Alcohol consumption will only be allowed in a designated area.
 - Area will be fenced off with the dispensing area identified. (see attached plan/drawing).
- No person will be allowed to leave the event area with an open container of alcohol.
 - All beer dispensed will be served in identifiable 12 oz cups of one certain color.
 - Security volunteers will patrol the perimeter of the designated area at City Park to insure no person leaves the area with alcohol.
- No person who is intoxicated will be served alcohol.
- Alcohol sales will be restricted to limited hours during the event:
 - Please provide on malt beverage or catering permit.
- The event coordinator may also offer non-alcoholic drinks. A variety of food and drink vendors may also be on site, if previously approved.
- Service will be limited to two drinks at a time to any one person.
- Responsible drinking signage ("Gotta DD?") will be displayed throughout the event area to discourage drinking and driving and underage drinking.
- Staff and volunteers will contact Cody Police Department immediately if the following incidents should occur:
 - An underage person (under 21 years old) attempts to purchase or consume alcohol.
 - A physical fight, threatening behavior or other violence occurs at the event; this includes inside and outside event space.

INCLUDE WITH PERMIT