



NONPROFIT ORGANIZATION APPLICATION

TEMPORARY ALCOHOLIC BEVERAGE POURING PERMIT

1. Nonprofit Organization: _____

Tax ID # _____

Address of Organization: _____

Telephone for Organization: _____

Applicant: _____
name of person applying; phone or e-mail contact information

Please submit verification of nonprofit status with this application.

2. Name of event: _____

Date of event: _____

Location / address for the event: _____

Contact person: _____

Phone: _____

3. Name and address of provider of alcoholic beverages: _____

Alcoholic Beverage License number of alcoholic beverage provider: _____

Cost for Temporary Pouring Permit: \$50.00

CITY OF ROSWELL CODE OF ORDINANCES

SPECIAL EVENT – NONPROFIT CIVIC ORGANIZATION ONE TO THREE DAY PERMIT

“**Special Event Pouring License**” means a temporary license issued for a limited amount of time pursuant to Section 3.7.9 of this Chapter

Section 3.4.3 Sales on public property.

(a) Except as provided in subsection (b) of this section, it shall be unlawful for any person to sell or serve any alcoholic beverage in a street, alley, or parking lot commonly used by the public or in any other public place or on public property.

(b) Private parties and organizations may secure a permit from the City Administrator or his/her designee to serve or sell alcoholic beverages on property owned or leased by the City of Roswell.

This permit, currently granted by the City Administrator through the City Clerk, is for alcohol service for the event applied for only. Granting of this permit for the sale of alcoholic beverages on City property assumes that the alcoholic beverages to be served or sold are obtained through a vendor licensed by the State of Georgia and in compliance with all relevant provisions of State Alcoholic Beverage law.

Section 3.7.9 Catering Permits in Conjunction with a Special Event

- (a) A special event permit applicant that does not have a current City of Roswell Alcoholic Beverage License and is not a bona fide nonprofit civic organization who desires to sell or serve alcoholic beverages temporarily (no more than 3 days) for consumption on a non-licensed premises during a special event shall employ, use or contract with an alcoholic beverage caterer for such service.
- (b) If an existing alcoholic beverage licensee desires to sell or serve alcoholic beverages temporarily (no more than 3 days) for consumption on a non-licensed premises, said licensee shall obtain an alcoholic beverage catering license pursuant to Section 3.2.5 of this Chapter in conjunction with a special event permit.
- (c) If an existing alcoholic beverage licensee desires to sell or serve alcoholic beverages temporarily for consumption beyond the licensed premises but either connected to the licensed premises or on the same property under their sole possession, said licensee shall obtain a special event permit but is not required to obtain a catering license since the special event is an extension of the licensed premises.
- (d) A bona fide nonprofit civic organization that desires to sell or serve alcoholic beverages temporarily (no more than 3 days) for consumption on a non-licensed premises during a special event shall pay a fee of fifty dollars (\$50.00) to obtain a permit authorizing the organization to sell or serve alcoholic beverages for consumption on the premises of the special event. No more than two (2) permits may be issued to an organization in any one (1) calendar year. The organization shall hire an off-duty police officer of competent jurisdiction to be present during the event. For the purposes of this section, a bona fide "nonprofit civic organization" is defined as an organization which is an exempt organization under Section 501(c) or (d) of the Internal Revenue Code of 1986, as amended.

Section 3.7.14 Package Sales Prohibited.

It shall be unlawful for any alcoholic beverages to be sold by the package from premises licensed for consumption on the premises.

Section 3.2.5 Alcoholic Beverage Caterers.

(a) License Requirements—Resident Caterers.

(1) Any alcoholic beverage retailer possessing a valid license from the City of Roswell to sell malt beverages, wine or distilled spirits by the drink at a fixed location within the city may apply for an off-premises license that authorizes sales at authorized catered event(s) or function(s). (Ord.7/9/2012)

(2) Each off-premises catering license as authorized herein shall be valid only for the calendar month in which the license is issued. The fee for each such license shall be set by Mayor and Council and approved by Resolution.

(3) It shall be unlawful for any person to engage in, carry on or conduct the sale or distribution of alcoholic beverages off-premises and in connection with a catered event or function without first having obtained a license as provided herein.

(b) Permit Requirements – Nonresident Caterers.

Entities within the City that wish to host a special event using an alcoholic beverage caterer from another jurisdiction shall obtain a Special Event Application from the Community Development Department. The application for the Special Event Permit shall include

(1) the name of the non-resident alcoholic beverage caterer desired;

(2) a copy of the alcoholic beverage license and catering license issued by the jurisdiction in which the business is located;

(3) the quantity of alcoholic beverages to be transported from the licensee's primary location to the location of the authorized catered event(s) or functions(s).

(4) The original event permit shall be kept in the vehicle transporting the alcoholic beverages to the catered event(s) or function(s).

(5) It shall be unlawful for a licensed alcoholic beverage caterer to distribute or sell alcoholic beverages off-premises except as authorized by the event permit.

(c) A licensed alcoholic beverage caterer may sell only that which is authorized by his alcoholic beverage license. For example, if the alcoholic beverage caterer possesses a valid license to sell malt beverages, he may sell only malt beverages at the authorized catered event or function.

(d) Sunday sales. An alcoholic beverage caterer wishing to cater an event or function on Sunday must possess a valid Sunday sales license and comply with the requirements of State law with respect to the service of alcoholic beverages on Sunday.