



CITY OF DULUTH ALCOHOL CATERING PERMIT APPLICATION

Off-Premise Catering

Duluth Code of Ordinance, Section 3-260, O.C.G.A §3-11-2

Applications must be received a minimum of 5 business days prior to the event.

Caterer is to maintain all permits and paperwork in vehicle transporting alcohol to event at all times.

Type of Caterer & Event (check all that apply):

Resident caterer w/ valid license
from the City to sell off premises
(liquor/beer/wine) \$15.00

Non-resident
alcohol beverage
caterer \$50

City
Sponsored
Event
(fee TBD)

Event Open to Public?

Yes

No

Business Information (Alcohol Provider):

Business Name:							
Business Address:		City:		State:		Zip:	
Name of Licensee:			Alcohol License#:				
Email:			Phone #:				

Event Location:

Name of Establishment:						
Event Address:						Duluth, GA
Property Owner's Name:						
Property Owner's Email:			Phone#:			

Type of Property (check all that apply):

Indoor

Outdoor

Private

Public Streets or Rights-of-Way

Event & Alcohol Information:

Name of Event:						
Date (s) of Event:	Start Date:		End Date:			
Event Hours:	Start Time AM/PM:		End Time AM/PM:			

Wholesaler Name:		Wholesaler Address:				
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Type of Alcohol to be Served (check all that apply): Mixed Drinks Beer Wine

Price per Glass:	\$	Mixed Drink	\$	Beer	\$	Wine
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Provide quantity and type of beverage to be transported from licensee's primary location to event.

Sale of liquor/mixed drinks requires excise reporting (Duluth Code Section 3-901 and GA Code 3-11-3)

Insurance:

The event sponsor shall be required to provide proof of liability insurance to the City in an amount equal to a minimum of \$1,000,000, and which shall name the City of Duluth as additional insured thereon. The event sponsor Caterer shall be required to provide proof of alcohol beverage liability insurance in an amount equal to a minimum of \$1,000,000 and which shall name the City of Duluth as additional insured thereon.

The event sponsor shall be required to execute a Hold Harmless and Indemnification Agreement in a form acceptable to the City wherein the event sponsor shall agree to hold harmless and indemnify the City of Duluth from and against any and all liability, costs including attorney's fees, expenses, damages, suits, judgments and expenses arising from the event.

Is Caterer's Liability Insurance on File and Current: Yes No

Terms & Conditions:

I hereby agree that as a condition to the issuance of an Alcoholic Beverage Catering Permit, the business owner/sponsor of the Event shall indemnify and hold the City harmless from claims, demand or cause of action which may arise from activities associated with the event. I hereby solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for an Alcohol Catering Permit are true, and no false or fraudulent statement or answer is made herein to procure the granting of such permit.

I hereby state and understand that should a complaint be filed against the owner/sponsor of the Event for violation of any regulation associated with the application for the City of Duluth Alcohol Catering Permit, the permit issued for the event will immediately become void and will not be reissued for the same location.

Owner/Sponsor Name: _____

Owner/Sponsor Signature: _____ Date: _____

Sworn To and Subscribed Before Me,

This _____ Day of _____, 20____.

Notary Public's Signature

My Commission Expires

LIST OF EMPLOYEES FOR EVENT

In order to handle alcoholic beverages at any authorized catered event, servers are required to have a current City of Duluth or Gwinnett County Handling Permit and per O.C.G.A §3-11-4(e) employees of the caterer must be twenty-one (21) years of age.

Business Name:		Alcohol License #:	
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Employee Name:		Date of Birth:	
Alcohol Permit #:		Permit Expires:	

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Alcohol Permit #:		Permit Expires:	

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