



# Cloverdale Police Department

Jason Ferguson, Chief of Police

112 Broad Street • Cloverdale, CA 95425 • Phone: (707) 894-2150 • Fax: (707) 894-5203

## ***SPECIAL EVENT PERMIT APPLICATION***

If you plan to sell or provide alcohol beverages, or if you plan to have amplified music at a city park or city facility event, you must have a Special Event Permit approved and issued by the City of Cloverdale Police Department. In order to obtain a permit, please read each statement below and initial on the line provided. **Submit this form with your application packet.**

NOTE: For the sale of alcoholic beverages or if alcoholic beverages are included in the cost of a meal ticket, you are also required to obtain an applicable ABC license from the State of California, Department of Alcohol Beverage Control (ABC) located at 50 D Street, Suite 400, Santa Rosa, CA 94931. The ABC license must be attached to this application for processing, if applicable.

<b>To be Completed by the Applicant – initial each item below</b>	
Initials _____	I agree that all attendees will remain on the designated site of the event and understand they cannot loiter or congregate on any private property or on the public right-of-way.
_____	I understand that any intoxicated person will not be allowed to enter or remain at the event. I agree it will be my responsibility to deliver an intoxicated attendee home safely.
_____	I understand that any person who begins to show signs of intoxication should not be served nor allowed to consume alcoholic beverages.
_____	I agree that any person who appears to be 30 years of age or younger will need to have their age verified by a valid driver's license or other valid government identification card before they are served any alcohol.
_____	I understand that any use of illegal drugs is a criminal offense and will not be permitted or tolerated. In this regard, I agree my attendees will abide by all laws and local ordinances.
_____	I understand that unless specifically approved by way of this Permit, a live band and/or amplified music is not authorized.
_____	I agree that the organizers will be responsible for clean-up of any and all debris left by attendees in the immediately vicinity of the event.
_____	I understand that the Chief of Police and any Police Officer may revoke this permit and immediately close the event as a result of any harmful, injurious, hazardous actions, or failure to obey the lawful orders of any Police Officer during the event.
_____	I understand the organizers assume total liability for any acts or omissions which may result, or that results, in any loss or injury to any participant, attendee, person or property.
_____	I understand that if it becomes necessary for the City of Cloverdale or any of its department to intervene or take official action as a result of this event, all resultant liability and/or responsibility is assumed by the applicant, sponsor or organizer of the event. I agree in the event of such action by the City of Cloverdale or its departments, the applicant, sponsor or organizer may be required to reimburse the City of Cloverdale for any and all costs.
The undersigned acknowledges that he/she is the authorized agent or representative of the group or organization which is requesting the permit. The undersigned agrees to all conditions on this application and agrees to operate in compliance with the requirement contained herein. By signing below, the undersigned attests they have read, understand, and agree to the aforementioned conditions contained in the permit.	
_____	_____
Sponsor / Representative PRINT NAME CLEARLY	Date
_____	
Sponsor / Representative SIGNATURE	



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### **To be Completed by the Cloverdale Police Department Chief of Police**

This *Special Event Permit* is hereby **approved** subject to the terms and conditions as set forth on this Special Event Permit Application.

If noted, the following requirements must be met:

1. Security personnel will be required. You are required to provide a minimum of \_\_\_\_\_ civilian monitors and/or \_\_\_\_\_ uniformed security officers. Private security companies must be approved by the Chief of Police.
2. A live band and/or amplified music are authorized from \_\_\_\_\_ until \_\_\_\_\_. *The volume must be kept at a level as not to disturb the residents living adjacent to the event.*
3. The following additional conditions must be met: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Chief of Police, Jason Ferguson

\_\_\_\_\_  
Date

This *Special Event Permit* is hereby **denied** for the following reason:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Chief of Police, Jason Ferguson

\_\_\_\_\_  
Date

### **To be Completed by Records/Dispatch**

Date applicant notified by phone to collect paperwork: \_\_\_\_\_

Notified by (initials / ID number): \_\_\_\_\_

Comments: \_\_\_\_\_