



App. 1646
CT 1026

City of Gillette

One(1) Day Catering Permit Application

Applicant Name: Mingler Lounge

(Please use the name in which the Liquor License is issued. Catering permits may only be issued to Retail Liquor License holders.)

Address: 2209 S. Douglas Hwy Phone Number: 686-1222 Stover
686-0374 office

Cell Phone Number: _____

Contact Person at the Event*: Bruce Kelley, Zack Kelley, Brian Kelley, Brian Adsett

* Must be present at the event at all times.

Contact Phone Number at the Event: 686-1222

Date of the Event: June 26th Event Start Time*: 8:00 a.m. Event End Time*: 12:00

*Please note that applications requesting **outdoor** event times before 8:00 a.m. or after 12:00 a.m. (midnight) will not be approved.

Outdoor Event: ☒ Yes ☐ No

Anticipated Occupancy: _____

Location of the Event: 2209 S. Douglas Hwy

Do you, the applicant, own the event location? ☒ Yes ☐ No

If no, please obtain a written statement to include with this application from the landowner permitting the proposed activity, including the consumption and possession of alcoholic or malt beverages, as described in this application.

Short Summary of the Reason for the Event: 1st Summertime Bash / Band Outside

Detailed Description of Activities/Entertainment Proposed for the Event: Having Fun

Names and Ages of Persons Serving Alcoholic Beverages:

Name: <u>Staff</u>	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____

Who is checking IDs? Staff

Stamps: ☒ Yes ☐ No

Wrist Bands? ☒ Yes ☐ No

Live Band? ☒ Yes ☐ No

Other type of outdoor music/sound/P.A. system? ☐ Yes ☐ No

Other Entertainment? ☐ Yes ☐ No

Type: _____

Entertainment Start Time: 8:00 a.m. ☒ p.m.

Entertainment End Time: 12:00

Security? ☒ Yes ☐ No By Whom? Staff

How Many? _____

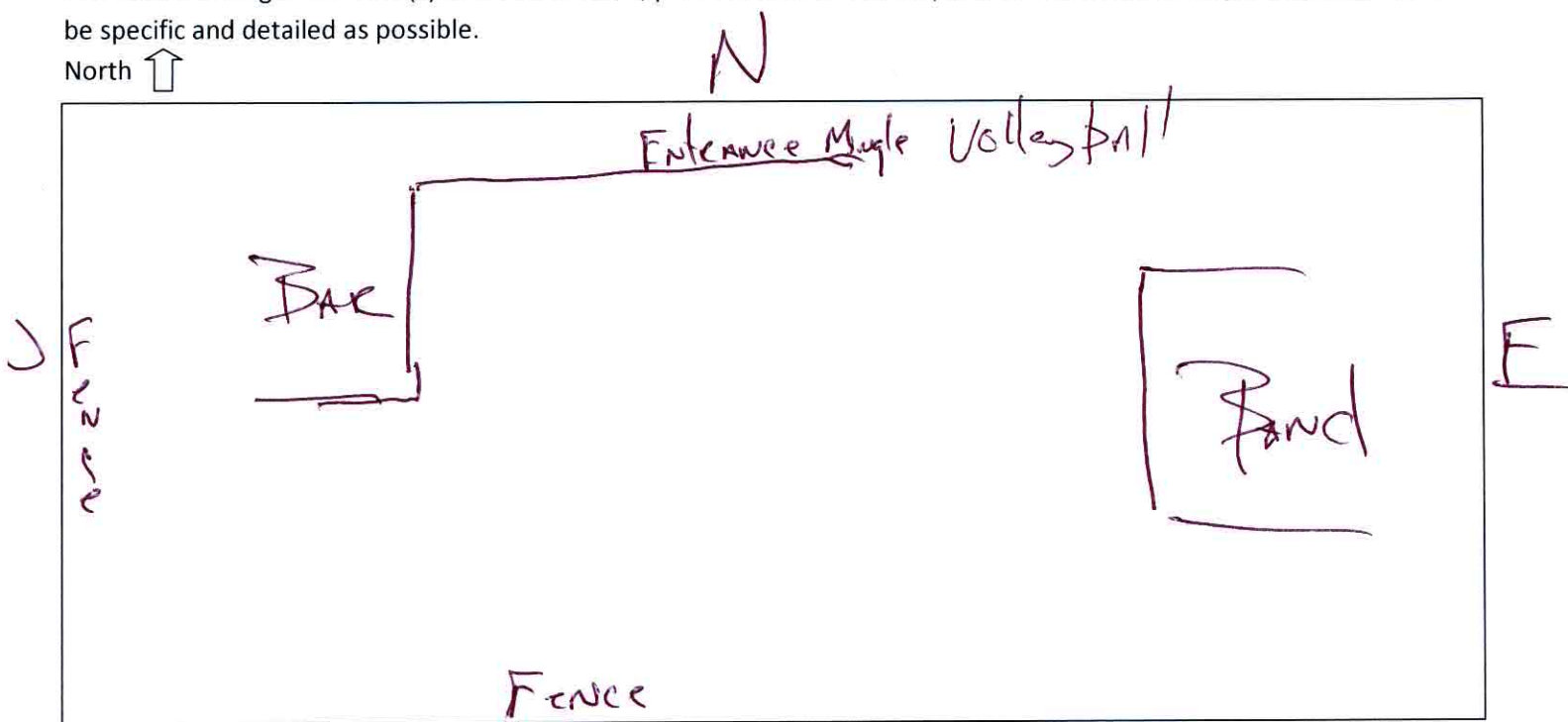
Type of fencing or boundary for the sale, consumption and possession area? Fence / Cattle Fence

Other facilities (i.e. additional parking, trash containers, portable toilets): toilets, trash

Provide a detailed description the area(s) in which the sale, possession and consumption of alcoholic beverages will occur. Parking lot, AND Building

Provide a drawing of the area(s) in which the sale, possession and consumption of alcoholic beverages will occur. Please be specific and detailed as possible.

North ↑



* Please be aware that the consumption of alcohol beyond the approved boundaries is in violation of this permit and City ordinance.

Fees: \$50 (non-refundable) for applications submitted at least 3 weeks prior to event date.
\$100 (non-refundable) for applications submitted less than 3 weeks prior to event date.

[Signature]
Signature of Applicant

5-15-15
Date of Application

FOR OFFICIAL USE ONLY:

Approved ☒ Yes ☐ No

Cindy Staskiewicz
City Clerk/Designee

5/15/15
Date

Approved ☒ Yes ☐ No

[Signature]
Chief of Police/Designee

5-18-15
Date

Has Fire Marshall/Designee been contacted? ☒ Yes ☐ No Assembly Permit Attached ☐ Yes ☐ No
N/A



City of Gillette

Requirements for Catering and Malt Beverage Permits

1. You must contact the Gillette Police Department if the following incidents occur during your event:
 - a. An underage person (under 21 years old) attempts to purchase alcohol.
 - b. A physical fight or other violence occurs at the event; this includes indoor and outdoor event spaces.
 - c. Gillette PD number is 682-5155. Or dial 911.
2. Adults (over 21 years old) may not provide or furnish alcohol to underage youth (under 21 years old).
3. Do not sell or deliver alcohol to obviously intoxicated individuals.
4. Do not allow or permit persons to leave the event with an open container of alcohol.
5. Restrict alcohol sales and consumption to a designated location, i.e. do not allow alcohol to be consumed in unauthorized areas or outside of the event.
6. All alcohol servers must be at least 21 years old.
7. Ensure that all persons purchasing alcohol are at least 21 years old. (It is recommended to check identification for all individuals who appear under the age of 30.)
8. Ensure the contact person listed on the application is present at the event at all times.

I understand that by signing this document I am responsible for ensuring that all of the above requirements are met and followed for the duration of the permitted event. I also understand that not following the above requirements may result in enforcement action and/or termination of the permit. Lastly, any incidents or permit revocations may influence the ability to obtain a permit for future events.

Signature

Date

Print Name

Recommendations for a Successful Event

1. Limit the number of drinks sold to one person at a time.
2. Stop alcohol service at least 30 minutes before closing or ending the event.
3. Do not allow or encourage employees, volunteers, or security personnel to drink alcohol while on duty.
4. Have catering and alcohol service staff and/or volunteers to attend responsible alcohol service training. These trainings are offered free of charge through the Gillette PD or the Campbell County Prevention Council or other individual trainers throughout the community.
5. Post warning signs throughout the event space that discourage drinking and driving and underage drinking. (If interested in these signs, please contact the Campbell County Prevention Council.)
6. Hold a mandatory meeting with all individuals involved with the event (including volunteers and paid/hired staff) to explain these requirements and other pertinent policies and procedures for the event.
7. Offer drinks not containing alcohol (such as water, soft drinks, ice tea, smoothies) as predominantly as alcoholic drinks.
8. Provide copies of event policies to all parties and individuals involved with the event. (This document may serve as event policies.)
9. Do not offer price discounts, such as 2 for the price of 1 or discounted price for a set amount of time.
10. Monitor the event area and grounds for suspicious activities throughout the event.

CITY OF GILLETTE, WY
CLERK TREASURER
201 E 5TH ST
PO BOX 3003
GILLETTE, WY 82717
307-686-5210

002592-0002 CLERKS C. 05/18/2015 08:19AM

PERMITS / INSPECTIONS

CORNER POCKET OF GILLETTE INC

CATERING PERMIT - ISSUED

2015 Item: 1646|CP50 50.00

CORNER POCKET OF GILLETTE INC

CATERING PERMIT - ISSUED

2015 Item: 1647|CP50 50.00

100.00

Subtotal 100.00

Total 100.00

CHECK 100.00

Check Number 009806

Change due 0.00

Paid by: CORNER POCKET OF GILLETTE INC

CORNER POCKET OF GILLETTE INC
201 E 5TH ST
PO BOX 3003
GILLETTE, WY 82717
307-686-5210

PAY TO THE ORDER OF *City of Gillette*
One Hundred 00/100

DATE *5-15-15* AMOUNT *100.00*

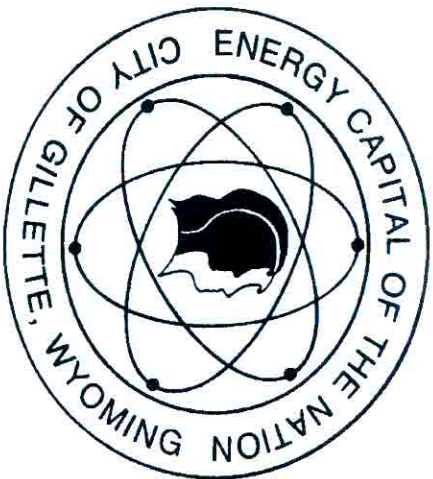
Sumit Singh
Sumit Singh, Clerk

Paul Harty
Paul Harty, Treasurer

9806

Thank you for your payment

CUSTOMER COPY



CITY OF GILLETTE

CATERING PERMIT

PERMIT NUMBER: CT-1026

ISSUED TO: **MINGLE'S LOUNGE**

LOCATION: **MINGLE'S PARKING LOT & OUTDOOR AREA**

DATE: **JUNE 26, 2015**

TIME: **8:00 A.M. TO 12:00 P.M.**

This Permit **MUST** be displayed in a conspicuous place for the date and time referenced above

Clerk or Designee: *Lindy Staskiewicz* Date: *5/15/15*