

Application # 10813

Scanned _____

Emailed Fire Marshal _____

City of Gillette**One (1) Day Catering Permit Application**Applicant Name: Fireside Enterprises LLC

(Please use the name in which the liquor license is issued. Catering permits may only be issued to retail liquor license holders.)

Address: 114 N. Hwy 14-16 Phone Number: 307-682-7545Gillette, WY 82716 Cell Phone Number: 307-680-0405Contact Person at the Event: Hallie Edwards

(Contact person must be present for the duration of the event.)

Contact Phone Number at the Event: 307-682-7545Date of the Event: 8/8/2020 Event Start Time: 5:00 pm Event End Time: 12:00 midnightOutdoor Event: ☒ Yes ☐ No Anticipated Occupancy: 150-200Location of the Event: Fireside Lounge 114 N. Hwy 14-16Do you, the applicant, own the event location? ☒ Yes ☐ No

If no, please provide a written statement 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: Fund raiser for Waylen Waldrige / Live music + outdoor funDetailed Description of Activities/Entertainment Proposed for the Event: Live music playing under the covered area, yard games provided for customers to play. Possible auction to raise money for Waylen. Added bar outside during event.

Names and Ages of Persons Serving Alcoholic Beverages:

Name: Ann Verkey Age: 32 Name: Courtney Pellatz Age: 27Name: Manuel Montoya Age: 23 Name: Dustee Kline Age: 32Name: Chase Hill Age: 27 Name: _____ Age: _____Name: Matthew Hardesty Age: 34 Name: _____ Age: _____Who is checking IDs? Security at doors + Bartenders if they need to confirmStamps: ☐ Yes ☒ No Wrist Bands? ☒ Yes ☐ NoLive Band? ☒ Yes ☐ No Other type of outdoor music/sound/P.A. system? ☐ Yes ☐ NoOther Entertainment? ☐ Yes ☐ No Type: _____Entertainment Start Time: 8:00 a.m. p.m. Entertainment End Time: 12:00 amSecurity? ☒ Yes ☐ No By Whom? See below How Many? 4Type of fencing or boundary for the sale, consumption and possession area? Chain Link fenceSecurity: Chad Verkey, Brandon Oblander, Karla Frye, Manuel Montoya

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

See attached page

Provide a detailed description of the area(s) in which the sale, possession and consumption of alcoholic beverages will occur. See attached page

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



(Please be aware that consumption of alcohol beyond the approved boundaries is in violation of this permit and City Ordinance.)

Fees: \$50 (non-refundable)

Halli Edwards

Signature of Applicant

7/27/20

Date of Application

FOR OFFICIAL USE ONLY:

Approved ☒ Yes ☐ No

Cindy Staskiewicz

City Clerk/Designee

Approved ☒ Yes ☐ No

C. J. [Signature]

Chief of Police/Designee

7-28-20

Date

Has Fire Marshall/Designee been contacted? ☒ Yes ☐ No

Assembly Permit Attached

☐ Yes ☐ No

(*All outdoor events, that include a live band or amplified music/sound/P.A. systems, require City Council approval. Application must be received by the Clerk's Office at least 3 weeks prior to the event.)

Parking on North and South sides of the building. There will be a portable toilet in the back fenced in area and several trash containers throughout the property along with several tables/spools for seating.

All sales, possession and consumption of alcohol will occur in the bar as usual with only one entrance available which will have a security guard present at all times checking ID and giving out wristbands. Additional sales, possession and consumption of alcohol will occur outside in the back yard which is completely fenced in with a chain link fence. There will be only one entrance available which will have a security guard present at all times checking ID and giving out wristbands. We have all proper signage including "No Alcohol Beyond This Point" and "No Drinking Under 21", and all available gates (2) will have panic hardware installed on them. The third gate will be closed to limit the entrances for better control of the crowd and checking ID upon entrance. Cocktail waitresses will be assisting bartenders and will have two extra security guards on premise. All security guards, cocktail waitresses and bartenders will be instructed to check ID if there is any question even if customer already has wristband. There will be one portable toilet available in the yard along with several waste baskets throughout the area. All other entrances to the building will be blocked/locked to ensure customers only enter where there will be security to check ID.



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.