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FEES

Annual Town of PV Business License(Fee Not Required) # _____
Regular Special Event-\$15 per event & per location _____
Special Event Liquor License-\$75.00 per event _____
Non-Profit-No Fee-need a copy of IRS 501(c)3 _____
Carnivals/Circuses-\$120 per day _____
Rodeo-\$30 per day _____

_____ exempt _____
_____ X _____

APPLICATION FOR SPECIAL EVENT LICENSE
TOWN OF PRESCOTT VALLEY-TOWN CLERK
7501 EAST CIVIC CIRCLE
PRESCOTT VALLEY AZ 86314
928.759.3135 FAX 928.759.5536 clerk@pvaz.net

STAFF ONLY

NAME OF EVENT OKtoberfest 2015

PHYSICAL LOCATION OF EVENT 7763 E. Long Look Drive
Attach 8" X 11" site plan if applicable

DATE(S) OF EVENT October 24, 2015

BUSINESS/VENDOR NAME Emmanuel Lutheran Church

CONTACT PERSON First & Last name Marcy Pfitzer or Rebecca Myers

MAILING ADDRESS 7763 E. Long Look Drive

CITY Prescott Valley STATE AZ ZIP 86314

PHONE (928) 772-4135 EMAIL emmanuelclca@gmail.com

ARIZONA TPT SALES TAX # N/A REQUIRED IF SELLING PRODUCTS/TICKETS

DESCRIPTION OF BUSINESS Church NON-PROFIT YES NO

USE OF TENT – Permit may be required YES _____ NO
NOTIFY FIRE DEPT 928.759.9933 YES _____ NO

NOTIFY BUILDING DEPT 928.759.3050 YES _____ NO
FOOD VENDOR - Food Handlers Permit YES NO _____
YAVAPAI COUNTY HEALTH 928.771.3122

TOWN PROPERTY & FACILITIES RENTAL
PARKS & RECREATION 928.759.3090 YES _____ NO

CERTIFICATE OF INSURANCE (FOR PARKS) YES _____ NO
\$1,000,000 Liability with Endorsement

CARNIVAL OR CIRCUS
CERTIFICATE OF INSURANCE (FOR CARNIVAL/CIRCUS) YES N/A
\$1,000,000 Liability with Endorsement

LIQUOR PERMIT NEED 30 DAY ADVANCE NOTICE **LIQUOR PERMITS ONLY**

REQUEST LETTER TO MAYOR/COUNCIL YES
Explaining all details of event

CERTIFICATE OF INSURANCE (FOR LIQUOR) YES
\$1,000,000 Liability with Endorsement

SECURITY- One security guard per 50 people YES
EXISTING LIQUOR LICENSE/Extension of Premises YES _____ NO

APPLICANT SIGNATURE Marcy Pfitzer DATE Aug 26, 2014
cc: Police Dept; Zoning/Code Enforcement; Management Services; Parks & Recreation; CYFD



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FOR DLIC USE ONLY	
Event Date(s):	
Event time start/end:	
CSR:	
License:	

APPLICATION FOR SPECIAL EVENT LICENSE
 Fee= \$25.00 per day for 1-10 days (consecutive)
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 15).

SECTION 1 Name of Organization: Emmanuel Lutheran Church

SECTION 2 Non-Profit/ IRS Tax Exempt Number: 9386

SECTION 3 The organization is a: (check one box only)

- Charitable Fraternal (must have regular membership and have been in existence for over five (5) years)
 Religious Civic (Rotary, College Scholarship) Political Party, Ballot Measure or Campaign Committee

SECTION 4 Will this event be held on a currently licensed premise and within the already approved premises? Yes No

 Name of Business License Number Phone (include Area Code)

SECTION 5 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation (look in special event planning guide) and check one of the following boxes.

- Place license in non-use
 Dispense and serve all spirituous liquors under retailer's license
 Dispense and serve all spirituous liquors under special event
 Split premise between special event and retail location

(If not using retail license, submit a letter of agreement from the agent/ owner of the licensed premise to suspend the license during the event. If the special event is only using a portion of premise, agent/ owner will need to suspend that portion of the premise.)

SECTION 6 What is the purpose of this event? On-site consumption Off-site (auction) Both

SECTION 7 Location of the Event: Emmanuel Lutheran Church

Address of Location 7763 E. Long Look Drive Prescott Valley, Yavapai, AZ 86314
Street City COUNTY State Zip

SECTION 8 Will this be stacked with a wine festival/ craft distiller festival? Yes No

SECTION 9 Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Section 1. (Authorizing signature is required in Section 13.)

1. Applicant: Pfitzer, Marcy Joanne 04/16/1949
Last First Middle Date of Birth

2. Applicant's mailing address: 1853 E. Mulberry Prescott Valley, AZ, 86314
Street City State Zip

3. Applicant's home/cell phone: 928 777-9019 HM Applicant's business phone: 928-925-0707 cell

4. Applicant's email address: marpfitzer@hotmail.com

SECTION 10

- Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)
- How many special event licenses have been issued to this location this year? none
 (The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)
- Is the organization using the services of a promoter or other person to manage the event? Yes No
 (If yes, attach a copy of the agreement.)
- List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name N/A Percentage: _____
 Address N/A _____
 Street City State Zip

Name N/A Percentage: _____
 Address N/A _____
 Street City State Zip

5. Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT UNLESS THEY ARE IN AUCTION SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE / CRAFT DISTILLERY FESTIVAL LICENSE"

6. What type of security and control measures will you take to prevent violations of liquor laws at this event?
 (List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

0 Number of Police 3 Number of Security Personnel Fencing Barriers

Explanation: 1 security guard for 50 persons

SECTION 11 Date(s) and Hours of Event. May not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>10-24-15</u>	<u>SATURDAY</u>	<u>4:00 P.M.</u>	<u>8:00 P.M.</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 13 To be completed only by an Officer, Director or Chairperson of the organization named in Section 1.

I, Marcy J. Pfitzer declare that I am an OFFICER, DIRECTOR, or CHAIRPERSON
(Print Full Name)
appointing the applicant listed in Section 9, to apply on behalf of the foregoing organization for a Special Event
Liquor License.

x Marcy J. Pfitzer Church Council President 8-28-15 928-777-9019
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 28th August 2015
Day Month Year

State Arizona County of Yavapai

My Commission Expires on: 2/20/16
Date

Amanda Garfield
Signature of Notary Public
AMANDA GARFIELD
Notary Public, State of Arizona
Yavapai County
My Commission Expires
February 20, 2016

SECTION 14 This section is to be completed only by the applicant named in Section 9.

I, Marcy J. Pfitzer declare that I am the APPLICANT filing this application as
(Print Full Name)
listed in Section 9. I have read the application and the contents and all statements are true, correct and
complete.

x Marcy J. Pfitzer President of Church Council 8-28-15 928-777-9019
(Signature) Title/ Position Date Phone #

The foregoing instrument was acknowledged before me this 28th August 2015
Day Month Year

State Arizona County of Yavapai

My Commission Expires on: 2/20/16
Date

Amanda Garfield
Signature of Notary Public
AMANDA GARFIELD
Notary Public, State of Arizona
Yavapai County
My Commission Expires
February 20, 2016

Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction: http://www.aziquor.gov/assets/documents/homepage_docs/spec_event_links.pdf.

SECTION 15 Local Governing Body Approval Section

I, _____ recommend APPROVAL DISAPPROVAL
(Government Official) (Title)

on behalf of _____, _____, _____
(City, Town, County) Signature Date Phone

FOR DEPARTMENT OF LIQUOR LICENSES AND CONTROL USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: _____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

