



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

FOR DLLC 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)
 Cash Checks or Money Orders Only

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: Boys + Girls Clubs of Central Arizona

SECTION 2 Non-Profit/IRS Tax Exempt Number: 86-0944489

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)
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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: Prescott Valley Civic Center
 Address of Location: 7501 E Civic Circle, Prescott Valley, Yavapai, AZ
Street City COUNTY State Zip

SECTION 8 Will this be stacked with a wine festival/craft distiller festival? Yes No 860314

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: Kerns Kristen Michelle 4/27/1980
Last First Middle Date of Birth

2. Applicant's mailing address: 216 E. Goodwin Prescott AZ 86303
Street City State Zip

3. Applicant's home/cell phone: 480 390 3194 Applicant's business phone: 928 776 8684

4. Applicant's email address: KKerns@bgccaz.org

SECTION 10

1. 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.)

2. How many special event licenses have been issued to this location this year? 5

(The number cannot exceed 12 events per year; exceptions under A.R.S. §4-203.02(D).)

3. 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.)

4. 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 Boys + Girls Clubs of Central Arizona Percentage: 100%

Address 335 E. Aubrey St. Prescott, AZ 86303
Street City State Zip

Name _____ Percentage: _____

Address _____
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.)

2 Number of Police 5 Number of Security Personnel Fencing Barriers

Explanation: double layer 4 ft fencing

SECTION 11 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.

See A.R.S. § 4-244(15) and (17) for legal hours of service.

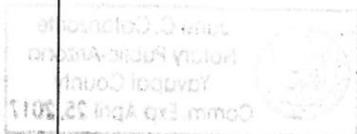
PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>September 17, 2016</u>	<u>Saturday</u>	<u>11am - 6pm</u>	<u>11am - 6pm</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 12 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. The following space is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

See attached

N↑



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

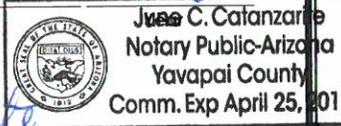
I, (Print Full Name) Kristen Kerns declare that I am an Officer, Director or Chairperson of the organization filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

X Kristen M.K. Development Director 8-29-14 928-776-8686
 Signature Title/ Position Date Phone Number

The foregoing instrument was acknowledged before me this 29th August 2016
 Day Month Year

State Arizona County of Yavapai

My Commission Expires on: 4-25-2017 June C. Catanzarite
 Date Signature of Notary Public



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

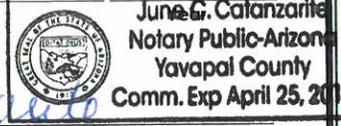
I, (Print Full Name) Kristen Kerns declare that I am the APPLICANT filing this application as listed in Section 9. I have read the application and the contents and all statements are true, correct and complete.

X Kristen M.K. Development Director 8-29-14 928-776-8686
 Signature Title/ Position Date Phone Number

The foregoing instrument was acknowledged before me this 29th August 2016
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State Arizona County of Yavapai

My Commission Expires on: 4-25-2017 June C. Catanzarite
 Date Signature of Notary Public



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.azliquor.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 _____ Signature _____ Date _____ Phone _____
 (City, Town, County)

SECTION 16 For Department of Liquor Licenses and Control use only.

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

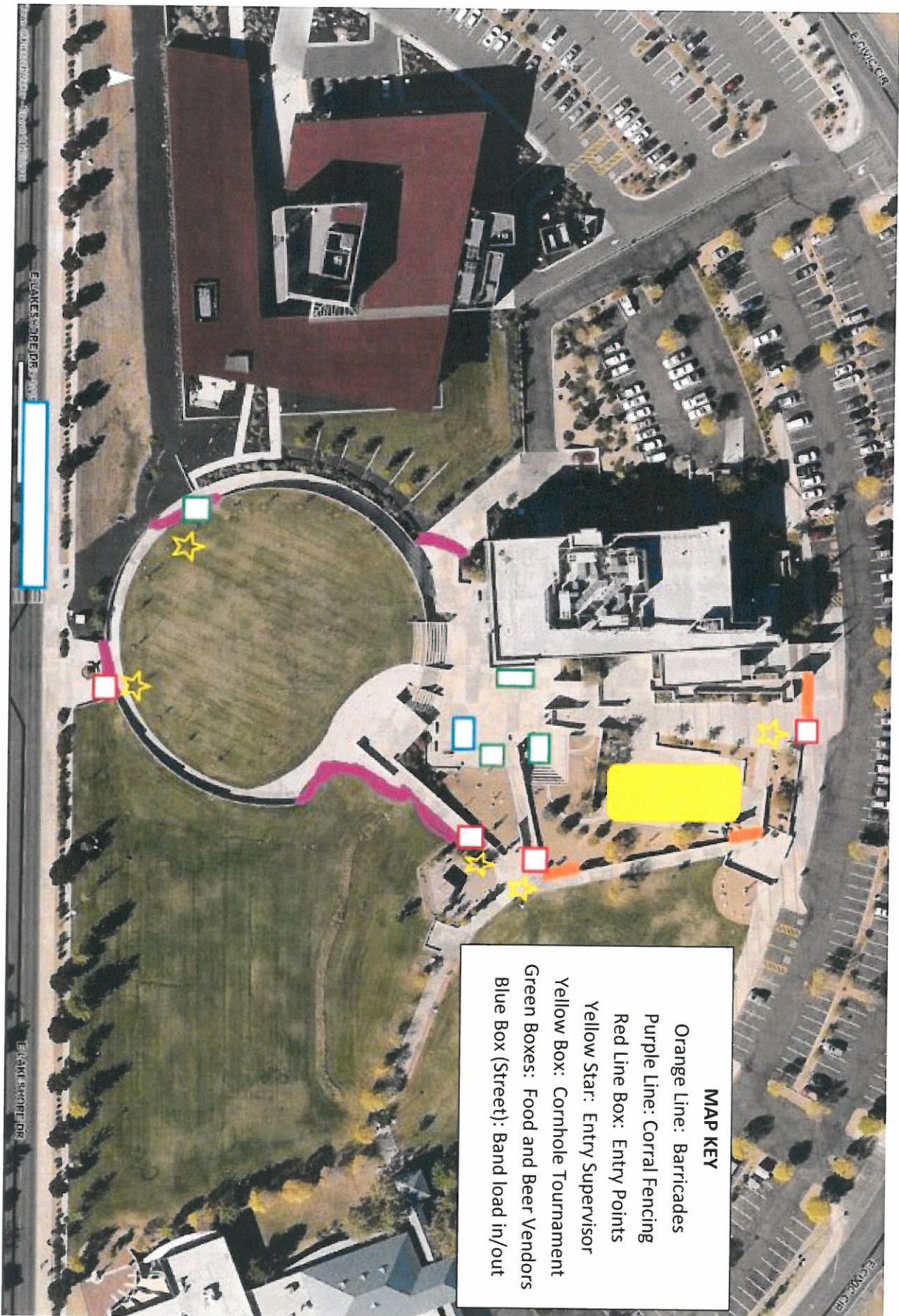
A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

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.



MAP KEY

- Orange Line: Barricades
- Purple Line: Corral Fencing
- Red Line Box: Entry Points
- Yellow Star: Entry Supervisor
- Yellow Box: Cornhole Tournament
- Green Boxes: Food and Beer Vendors
- Blue Box (Street): Band load in/out



www.pvaz.net

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 _____

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 101111 West Mud Fest
 PHYSICAL LOCATION OF EVENT Prescott Valley Civic Center Lawn
Attach 8" X 11" site plan if applicable
 DATE(S) OF EVENT September 17, 2010
 BUSINESS/VENDOR NAME Boys + Girls Clubs of Central Arizona
 CONTACT PERSON First & Last name Kristen Kerns
 MAILING ADDRESS 335 E Aubrey St
 CITY Prescott STATE AZ ZIP 86303
 PHONE (480) 390 3194 EMAIL kkerns@bgccaz.org
 ARIZONA TPT SALES TAX # _____ REQUIRED IF SELLING PRODUCTS/TICKETS

DESCRIPTION OF BUSINESS Fundraising event NON-PROFIT YES NO

USE OF TENT – Permit may be required
 NOTIFY FIRE DEPT 928.759.9933 YES _____ NO
 NOTIFY BUILDING DEPT 928.759.3050 YES _____ NO _____
FOOD VENDOR - Food Handlers Permit
 YAVAPAI COUNTY HEALTH 928.771.3122 YES _____ NO

TOWN PROPERTY & FACILITIES RENTAL
 PARKS & RECREATION 928.759.3090 YES NO _____
 CERTIFICATE OF INSURANCE (FOR PARKS)
 \$1,000,000 Liability with Endorsement YES

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

LIQUOR PERMIT NEED 30 DAY ADVANCE NOTICE **LIQUOR PERMITS ONLY (below this line)**
 REQUEST LETTER TO MAYOR/COUNCIL
 Explaining all details of event YES
 CERTIFICATE OF INSURANCE (FOR LIQUOR)
 \$1,000,000 Liability with Endorsement YES
 SECURITY- One security guard per 50 people YES
 EXISTING LIQUOR LICENSE/Extension of Premises YES _____ NO _____

APPLICANT SIGNATURE Kristen m. Ke DATE 8.29.10
 cc: Police Dept; Zoning/Code Enforcement; Management Services; Parks & Recreation; CYFD

