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**FEES**

- Current PV Business License – Fee Not Required
- Regular Special Event-\$15 per event (up to 30 days)
- Special Event Liquor-\$75.00 per event
- Non-Profit-No Fee (copy of IRS 501(c) 3 to be attached)
- Carnivals/Circuses-\$120 per day
- Rodeo-\$30 per day

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**APPLICATION FOR SPECIAL EVENT LICENSE  
TOWN OF PRESCOTT VALLEY  
7501 E CIVIC CIRCLE  
PRESCOTT VALLEY AZ 86314  
928.759.3135 FAX 928.759.5536**

**STAFF ONLY**

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NAME OF EVENT employee picnic

PHYSICAL LOCATION OF EVENT Tonto Park North 4700 N Tonto Way  
Attach 8" X 11" site plan if applicable

DATE(S) OF EVENT July 4<sup>th</sup> 2012

BUSINESS/APPLICANT NAME Fireside Grill PHONE 928-227-2812

MAILING ADDRESS 2982 N. Park Ave. Ste. B1

CITY Prescott Valley STATE Az ZIP 86314

CONTACT PERSON Kevin Heffler AZ TPT SALES TAX # \_\_\_\_\_

DESCRIPTION OF BUSINESS Restaurant NON-PROFIT YES \_\_\_\_\_ NO \_\_\_\_\_

USE OF TENT – Permit may be required YES \_\_\_\_\_ NO X

NOTIFY FIRE DEPT 928.759.9933 YES \_\_\_\_\_ NO \_\_\_\_\_

NOTIFY BUILDING DEPT 928.759.3050 YES \_\_\_\_\_ NO \_\_\_\_\_

FOOD VENDOR YES \_\_\_\_\_ NO \_\_\_\_\_

YAVAPAI COUNTY HEALTH 928.771.3122

For Food Handlers Permit YES \_\_\_\_\_ NO \_\_\_\_\_

TOWN PROPERTY & FACILITIES RENTAL

PARKS & RECREATION 928.759.3090 YES X NO \_\_\_\_\_

CARNIVAL OR CIRCUS

CERTIFICATE OF INS \$1,000,000 Liability/Endorsement YES \_\_\_\_\_ NO X

LIQUOR NEED 30 DAY ADVANCE NOTICE

REQUEST LETTER TO MAYOR/COUNCIL YES X NO \_\_\_\_\_

Explaining all details of event

CERTIFICATE OF INSURANCE YES X NO \_\_\_\_\_

\$1,000,000 liability with Endorsement

SECURITY YES X NO \_\_\_\_\_

One security guard per 50 people

EXISTING LIQUOR LICENSE YES \_\_\_\_\_ NO X

Extension of Premises-need Arizona Liquor Special Event application

APPLICANT SIGNATURE [Signature]

DATE 5-16-12

CC: Police Dept; Zoning/Code Enforcement; Management Services ; Parks & Recreation; CYFD