



ONE DAY LIQUOR LICENSE APPLICATION EXISTING LIQUOR LICENSE HOLDER

E X I S T I N G A P P L I C A N T		
Liquor License Holder (company name)		
Person Making Application		
Address		
City, State, Zip		
Phone Numbers	W:	C:
Email Address:		

L O C A T I O N		
Name of Event		
Address of Premise to be Licensed		
Beer & Wine Only or Full Liquor		
Date of Event		
Start Time of Event		
End Time of Event		
Anticipated Number of Participants		
Vehicles, If Any		
Purpose of Event		
Music Provided (indicate if live or recorded)		
Security (persons and locations)		
Additional Managers* of Event		
<i>* Any person who will directly or indirectly have a management role or exercise control over the one-day premise to be licensed</i>		
Name:	Phone:	DOB:
Name:	Phone:	DOB:
Name:	Phone:	DOB:

Attach the following documents to the application:

- ☐ Map of event location, designating where alcohol is to be served and consumed
- ☐ Copy of City of Pekin Special Event Application.
- ☐ Proof of Insurance for dram coverage at this event and location with City of Pekin listed as an Additional Insured
- ☐ Proof of a minimum of one million dollars (\$1,000,000) liability insurance for this event and location with City of Pekin its officers and employees listed as an Additional Insured (applicable if on City Right of Way or City Property).

The applicant does hereby covenant and agree that any loss or damage which may arise or be caused to any person or property by reason of the applicant or the applicant's agent's want of care shall be borne by the applicant and the applicant shall hold the City harmless in every and all respects from any damage, loss or liability including reasonable attorney fees and court costs, resulting from any acts by the applicant, the applicant's agents, its employees, or participants or from the conduct of the applicant, its employees, or participants in the event as designated in this application.

Signature of person making application

Date

COMPLETION CHECKLIST

- ☐ Map of event location, designating where alcohol is to be served and consumed, placement of squad cars if needed, and placement of barricades and stage
- ☐ Copy of City of Pekin Special Event application. Meeting approval Date _____
- ☐ Copy of State of Illinois one-day liquor license (Special Use)
- ☐ Proof of Insurance for dram coverage at this event and location with City of Pekin its officers and employees listed as an Additional Insured.
- ☐ Proof of a minimum of one million dollars (\$1,000,000)/two million dollars aggregate (\$2,000,000) liability insurance for this event and location with City of Pekin its officers and employees listed as an Additional Insured (applicable if on City Right of Way or City Property).
- ☐ Receipt of payment (\$50 Beer/Wine Only or \$100 Full Liquor per day)

CONDITIONS

(Indicate the number of police officers and/or squad cars at each location)

Copies to if applicable: Date: _____ Initials _____

- ☐ **Street Dept**
- ☐ **Solid Waste Dept**
- ☐ **Police Dept**
- ☐ **Fire Dept**
- ☐ **TC3**
- ☐ **City Link – Wendell Cochran wcochran@ridecitylink.org, cripka@ridecitylink.org and yjohnson@ridecitylink.org**
- ☐ **Administrative Assistant**
- ☐ **Accounts Receivable**
- ☐ **Applicant email _____ or U.S. mail _____**

Mayor

Date

Chief of Police

Date