

City of Middletown

Facility Rental – Application to Serve Alcohol

Alcohol may be served and consumed during rentals and designated special events at the Middletown Community Center Social Hall and at Wetherby Park, upon compliance with the terms and receipt of approval of this application. The following requirements shall be complied with in order to obtain permission to serve alcohol at a City facility:

- Approval to serve alcoholic beverages must be requested by submitting a Facility Rental Application to Serve Alcohol at least 2 weeks prior to the event.
- An additional deposit of \$200.00 is required for events where alcohol is served.
- Alcohol may only be brought to a city facility and dispensed by a caterer/ vendor/ concessionaire/ bartender appropriately licensed by the State of Kentucky and Jefferson County that are licensed through Alcoholic Beverage Control. Proof of certification and insurance must be provided to the city not less than 10 days prior to the scheduled event.
- The City reserves the right to deny any applicant if the event conflicts with a city event or need.
- All dispensing of alcohol must be from an open formal bar or a designated bar area. The city must approve the location for dispensing alcoholic beverages.
- All persons must dispose of their alcoholic drinks before leaving the rented area(s). At no time shall anyone leave the rented area carrying alcoholic beverages.
- Renter must comply with all applicable ABC requirements, including ensuring that alcohol is not provided to or consumed by minors (persons under the age of 21).

Failure to provide certification and insurance in accordance with the above terms or to comply with any of the requirements set forth herein will result in denial of the application to serve alcohol. The city reserves the right to revoke or suspend an application of approval or an application at any time.

Name: _____ Date of Birth: _____

Address: _____ Phone: _____

_____ Email: _____

Event Information:

Facility _____ Date: _____

Time: _____ until _____ Type of event: _____

of guests: _____

Alcohol Service by: _____

By signing below, as the prospective renter of a City of Middletown facility, I agree to follow the rules, regulations, policies, and laws related to alcoholic beverage distribution and consumption. It is my responsibility to secure any necessary permits(s) and adhere to the laws and procedures of the Kentucky Alcoholic Beverage Control. I also understand and agree to the terms of the City of Middletown Police Department Alcoholic Beverage Policy, including but not limited to the following:

- Middletown Chief of Police or his/her designee will review each application to determine if Police presence is required and the number of officers Required.

Police Approval: _____ # Officers Required: _____

w/Remarks: _____

- It shall be the responsibility of the renter to provide and pay for the required number of police officers to cover the entire event until all guests are off premise. The police officers provided by the renter must be sworn and in uniform. They must be authorized to enforce the laws of the commonwealth of Kentucky and possess arrest powers in Jefferson County.
- If additional Police Officers are required to respond to the event due to a disturbance or more guests attend the event than stated in the application or request form, the renter may be subject to additional charges and/or the approval to dispense alcohol may be revoked.

Liability- All renters agree to pay for any damage done to the facility, grounds or furnishings caused by the renter(s), their invitees, guests, caterers, or employees during or arising out of their rental. A signed contract will be required at the time of the rental application. If damage should occur, notification will be given the renter as soon as damages, replacement, repair and/or cleanup costs have been determined. If replacement, repair, and/or clean up by the City of Middletown staff is required, the renter will be financially responsible for the cost of the replacement, repair and/or clean up not covered by the deposit. The City of Middletown is not responsible for anyone injured on the premises, personal property left on the site, or rental equipment. The renter understands and agrees that it will hold harmless and indemnify the city for any and all claims or liabilities that may arise from the renter's event.

Insurance- Either the sponsor of an event of the caterer/ contractor/ vendor/ concessionaire/ bartender providing alcoholic beverages at the event must carry or obtain a Liquor Liability Addendum to their General Liability Policy and have such policy endorsed to name the City of Middletown as additional insured on the policy. Insurance requirements are as follows:

- General Liability Coverage: \$1,000,000 per occurrence, \$2,000,000 annual aggregate;
- G/L must include coverage for the following
 - Must be on a per occurrence basis,
 - Must include Medical Expense limits of not less than \$10,000,
 - Personal and Advertising Injury limit of not less than \$1,000,000
 - Products and Completed Operations limit of \$2,000,000 aggregate
 - Fire Damage, any one fire limit of \$1,000,000

Signature: _____ Name: _____ Date: _____