

CITY OF CHEYENNE

PERMIT APPLICATION

SPECIAL YOUTH EVENTS PERMIT

(Within Retail Liquor Licensee Dispensing Rooms)



Non-Refundable Permit Fee/Per Event: \$10.00

PERMIT # _____

This Application is for a Special Youth Event Permit authorizing persons under the age of twenty-one (21) to enter and remain upon the premises of a dispensing room licensed as a retail liquor establishment within the City of Cheyenne. NO ALCOHOLIC OR MALT BEVERAGES OF ANY TYPE MAY BE SOLD, SERVED, CONSUMED OR POSSESSED BY ANY PERSON FOR ANY REASON WITHIN THE DISPENSING ROOM DURING THE EVENT. Law Enforcement officers shall have the authority to monitor events at any time to ensure provisions governing this permit are met. Non-compliance of city regulations may be cause for immediate revocation of a permit by an officer of the Cheyenne Police Department, or disapproval of any application requests for future youth events at that site.

RETAIL LIQUOR LICENSEE APPLICANT: _____

SPONSOR OF THE SPECIAL YOUTH EVENT: _____

RETAIL LIQUOR LICENSEE ADDRESS: _____

TELEPHONE #: _____

BRIEF DESCRIPTION OF REASON FOR PERMIT REQUEST: _____

DATE OF EVENT: _____ TIME: _____ / _____

DESCRIPTION OF DISPENSING ROOM TO BE UTILIZED: _____

PROPOSED ALCOHOLIC STORAGE AND/OR REMOVAL PROCEDURES TO BE IMPLEMENTED TO PROHIBIT DISPENSING OF SAME DURING THE EVENT:

AFFIDAVIT/AUTHORIZATION

The undersigned applicant hereby authorizes the City of Cheyenne and its agents and employees to seek information and conduct investigations into the truth of the foregoing statements as set forth in this application, and agrees to comply fully with the rules and regulations of the City of Cheyenne, Wyoming, governing the permit requested, and further declares that the foregoing information contained in this application is true and correct.

Date

Applicant Signature

STATE OF WYOMING)

) ss.

County of Laramie)

Subscribed and sworn to before me this _____ day of _____, _____.

SEAL

Notary Public

My commission expires: _____

APPROVALS:

The Mayor and City Clerk will provide written approval only after all other approvals have been obtained. The City Clerk's staff will acquire these approvals for applicants.

Police Department: _____
(415 W. 18th St./637-6535)

City Clerk: _____
(2101 O'Neil Avenue, Room 101/638-4301)

FOR USE BY CITY CLERK'S OFFICE: BY: _____

M/R# _____ FEE PAID \$ _____ DATE PAID _____ DATE ISSUED: _____

Comments or Special Conditions: _____

CITY OF CHEYENNE

ADMINISTRATIVE PROCEDURES

**SPECIAL YOUTH EVENTS PERMIT
(Within Retail Liquor Licensee Dispensing Rooms)**

Pursuant to Wyoming State legislative action, effective February 22, 1995, a licensing authority (i.e. City of Cheyenne) may authorize a (retail) liquor licensee to hold an event on licensed premises within the city at which persons under the age of 21 are permitted upon the premises under certain conditions.

The following administrative procedures have been presented, reviewed and approved by the Mayor, Chief of Police, City Attorney staff and the City Clerk relative to the above mentioned permit:

1. Application of request (on forms available from the office of City Clerk) should be submitted to the City Clerk no later than five (5) working days prior to the proposed event; application to be signed by the requesting retail liquor licensee and, if applicable, any sponsoring individual, group, organization, etc.
2. Permit fee is \$10.00 per event.
3. Prior to the beginning of an event, inspection of the retail liquor premises shall be conducted by a representative of the Cheyenne Police Department to ensure all alcoholic and malt beverages within the dispensing room are:
 - a. either removed from the dispensing room in which the event will be held and are stored in an area on the licensed premises not accessible to persons in the closed dispensing room during the event; OR
 - b. stored in a manner preventing dispensation during the event.
4. Police officers shall have the authority to monitor the dispensing room throughout an event, and any non-compliance with city regulation may be cause for immediate revocation of the permit by an officer of the Cheyenne Police Department, or disapproval of any application requests for future youth event at that site.
5. Special youth events require a NON-ALCOHOLIC environment for all participants attending the event, regardless of whether some participants may be of legal drinking age or above as set forth by Wyoming Statutes.