

DAWSON COUNTY PLANNING AND DEVELOPMENT

25 Justice Way, Suite 2322, Dawsonville, GA 30534 706.344.3500 x 42335

SPECIAL EVENT ALCOHOL PERMIT REQUIREMENTS

Consolidated Alcohol Ordinance - Article 12: Section 1200: Eligibility for a Temporary Special Event Alcohol Permit

*****14 CALENDAR DAYS (MINIMUM) ARE REQUIRED TO PROCESS THIS PERMIT*****

A temporary special event alcohol permit may be issued to any person, firm, or corporation for an approved special event. The person, firm, or corporation must make application and pay the fee that may be required by this ordinance and shall be required to comply with all the general provisions of this ordinance and the licensing and regulations for a consumption on the premises establishment with the exception of the full-service kitchen requirement.

Special Event Alcohol Permits shall be obtained for the following:

1) Events CATERED pursuant to the regulations established in Article 10 of this ordinance;

The special event must meet the following criteria before the issuance of a permit to sell alcoholic beverages:

1) The special event must receive approval from the Dawson County Sheriff's Office on CROWD CONTROL, SECURITY MEASURES, and TRAFFIC CONTROL MEASURES.

2) The premises at which the special event is to take place must be within a COMMERCIAL ZONE and approved by the County Manager. If the proposed location is NOT within a commercial zone, the approval must be obtained from the Board of Commissioners.

3) The premises where the special event shall occur must meet the DISTANCE FROM CERTAIN USES REQUIREMENTS of this ordinance.

4) Any employee or volunteer of the special event permit holder, working the special event in any position dispensing, selling, serving, taking orders or mixing alcoholic beverages shall be required to obtain an EMPLOYEE PERMIT for the special event. Employees or volunteers dispensing, selling, serving, taking orders, or mixing alcoholic beverages must be 18 YEARS OF AGE or older. EMPLOYEES OF CATERERS must comply with the regulations established in Article 10 of this ordinance and must be 21 YEARS OF AGE or older as pursuant to O.C.G.A. §3-11-4.

5) The Sheriff, Marshal or his designee may immediately revoke any temporary permit for a special event if continued alcohol sales may endanger the health, welfare, or safety of the public.

6) As a condition on the issuance of a temporary special event permit, the permit holder shall indemnify and hold Dawson County harmless from claims, demand or cause of action that may arise from activities associated with the special event.

7) The County Manager shall issue the temporary special event permit to the applicant upon compliance with the terms hereof.

8) In the event that a special event alcohol permit is denied by the County Manager, the applicant may appeal the decision to the County Commission.

APPLICATION FOR SPECIAL EVENT ALCOHOL PERMIT

Only a Licensed Alcoholic Beverage Caterer or a Bona Fide Non-Profit Civic Organization may apply for this permit

Check all that apply: _____ Beer _____ Wine _____ Distilled Spirits (Liquor)

If alcohol is complimentary, no State Special Event Alcohol Beverage Permit is required. If alcohol is sold, the State Permit is required. See attached State Permit application.

Are you catering the event? Yes No

Is the alcohol free of charge? Yes No

Date of Application

Name of Applicant: (Individual / Firm / Corporation)

Business Address of Applicant: Street # / Street name

Dawsonville, GA 30534
City / State / Zip Code

Phone Number of Applicant

Email Address of Applicant

Date(s) of Special Event

Name of Special Event or Business

Address of Special Event: (Street # / Street Name)

Dawsonville, GA 30534
City / State / Zip Code

SPECIAL EVENT ALCOHOL PERMIT

Special Event must be located in a **commercial zone**. What is the commercial zone? _____
(If not, the Board of Commissioners must grant approval.)

Does the Special Event comply with the required **600 feet (200 yards)** distance requirement from a **church, school, daycare, and alcohol treatment facility**? YES _____ NO _____
See Certified Report of Survey Form # 3-A (attached) for definitions and means of measurement.

Distance Measured:
NEAREST CHURCH:
Name and Address: _____

Distance Measured: _____

* Method of Measure: _____

Distance Measured:
NEAREST SCHOOL:
Name and Address: _____

Distance Measured: _____

* Method of Measure: _____

Distance Measured:
NEAREST DAYCARE:
Name and Address: _____

Distance Measured: _____

* Method of Measure: _____

Distance Measured:
NEAREST ALCOHOL TREATMENT FACILITY:

Name and Address: Dawson County Treatment Court, 189 Highway 53 West, Suite 106, Dawsonville, GA 30534

Distance Measured: _____

* Method of Measure _____

* Tell us how you measured (ex: survey, wheel device, automobile, paced/walked)

SPECIAL REQUIREMENTS FOR BONA FIDE NON-PROFIT CIVIC ORGANIZATIONS:

Article 12 - Section 1201:

- 1) A bona fide non-profit civic organization is one which is exempt from federal income tax, pursuant to the provisions subsections (c), (d) or (e) of 26 U.S.C. Section 501.
- 2) Upon the filing of an application and the payment of a special temporary event permit application fee, a bona fide non-profit civic organization may obtain a permit authorizing the organization to sell alcoholic beverages for consumption on the premises or to sell wine at retail for off-premises consumption, or both, for a period not to exceed three (3) days subject to any law regulating the time for selling such beverages.
- 3) No more than 12 permits may be issued to an organization in any **one calendar year**.
- 4) Permits are valid only for the location specified in the permit. No permit may be issued unless the sale of alcoholic beverages is lawful in the place for which the permit is issued. Said permit is subject to the restrictions set forth in Section 12 of this ordinance.

SPECIAL EVENT ALCOHOL PERMIT

NOTE: Before signing this statement, check all answers and explanations to see that you have answered all questions fully and correctly. This statement is to be executed under oath and subject to the penalties of false swearing, and it includes all attached sheets submitted herewith.

STATE OF GEORGIA, DAWSON COUNTY

I, _____, DO SOLEMNLY SWEAR, SUBJECT TO THE PENALTIES OF FALSE SWEARING, THAT THE STATEMENTS AND ANSWERS MADE BY ME AS THE APPLICANT IN THE FOREGOING PERSONAL STATEMENT ARE TRUE AND CORRECT.

APPLICANT'S SIGNATURE

I HEREBY CERTIFY THAT _____ SIGNED HIS NAME TO THE FOREGOING APPLICATION STATING TO ME THAT HE KNEW AND UNDERSTOOD ALL STATEMENTS AND ANSWERS MADE THEREIN, AND, UNDER OATH ACTUALLY ADMINISTERED BY ME, HAS SWORN THAT SAID STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS _____ DAY OF _____, 20 ____.

NOTARY PUBLIC

SPECIAL EVENT ALCOHOL PERMIT

FOR OFFICIAL USE ONLY:

DATE APPLICATION AND FEE RECEIVED:

COUNTY MANAGER APPROVAL:

County Manager Date

PLANNING AND DEVELOPMENT REVIEW:

THE ABOVE EVENT LOCATION IS APPROVED FOR DISTANCE REQUIREMENTS AND ZONING REQUIREMENTS. (Must be in a commercial zone and have a current Business License)

Planning and Development Director Date

SHERIFF DEPARTMENT REVIEW:

APPLICANT HAS MET ALL REQUIREMENTS ON CROWD CONTROL, SECURITY, AND TRAFFIC CONTROL MEASURES FOR THE ABOVE EVENT.

Sheriff Date

APPLICANT RETAINS THIS PAGE

EMPLOYEE PERMIT REQUIREMENT

Upon approval of your Special Event Alcohol Permit, your employees or volunteers must obtain an **employee permit**. Those employees or volunteers must be **18 years of age**.

An Employee Permit is required for any employee or volunteer of the special event licensee working the special event in any position **dispensing, selling, serving, taking orders, or mixing alcoholic beverages**.

If you are **current consumption on premises licensee** and you are **catering** an event, your current employees may use their existing **VALID** employee permit for the catered event; however, those employees must be **21 years of age**.

HOW TO OBTAIN AN EMPLOYEE PERMIT

Permits are processed on **Wednesday** between **8:30 am - 3:00 pm** at the Dawson County Marshal's Office, 25 Justice Way, Suite 2322, Dawsonville, GA 30534. The Marshal's Office is located at the Dawson County Government Center off of Shoal Creek Road

EMPLOYEE NEEDS TO:

- Complete Background Check Consent Form # 2-D (copy attached) but **DOES NOT** sign it until the Marshal witnesses his/her signature and notarizes the form.
- Bring a government issued **PHOTO ID** (driver's license, passport, state issued ID card).
- Bring payment of **\$20.00** (cash / certified check / money order)