

ALCOHOLIC BEVERAGE PERMIT APPLICATION PROCEDURE
CHAMPAIGN PARK DISTRICT

In order to be issued a Champaign Park District Alcoholic Beverage Permit the applicant must complete the following procedures:

1. Secure a permit for the use of an approved Champaign Park District facility.
2. Secure an application for permit to serve alcoholic (beer and wine) beverages from the Park District Administrative office at 706 Kenwood Road, Champaign, Illinois 61821. **Complete, sign and submit the application along with the \$25 permit fee for residents or the \$50 permit fee for non-residents, and the refundable \$50 cash deposit to the office of the Champaign Park District five (5) working days Prior to the scheduled event.**
3. Submit an acceptable certificate of insurance for host liquor liability providing insurance coverage to the applicant, and naming the Champaign Park District as an additional insured. **The minimum acceptable policy is one million (\$1,000,000.00) combined single limit liability.**
4. Secure and submit a temporary liquor license from the City of Champaign.

CHAMPAIGN PARK DISTRICT

APPLICATION FOR PERMIT TO SERVE ALCOHOLIC BEVERAGES

Name of organization making request: _____

Name of person making request: _____

Address: Work: _____

Home: _____

Phone number of applicant: Home: _____ Work: _____

Dram Shop Insurance Carrier: _____

Address: _____ Phone: _____

Facility requested: _____

Date requested: _____

Hours alcoholic beverage will be served: _____
(not to exceed six hours)

Type of activity planned: _____

Number of participants anticipated: _____

I acknowledge the receipt of a copy of Ordinance # _____. I understand the restrictions imposed by the Champaign Park District Ordinance, and agree to abide by same. I understand and agree that no alcoholic beverages are to be sold under any circumstance and that no alcoholic beverages are to be served to minors. I further understand that "Host Liquor Liability Insurance" is required, and the Champaign Park District be na as an additional insured by the applicant's carrier with a certificate of the same provided to the District. I acknowledge and agree to the required payment of a \$25 permit fee for residents, and \$50 permit fee for nor residents, and a \$50 refundable cash deposit.

I have read and understand this application.

Signature: _____ Date: _____