

## **SPECIAL EVENT PERMIT TERMS AND CONDITIONS**

### **ALL PERMITS**

All special event permits are subject to the following terms and conditions:

- 1. No person shall sell, deliver or give away or cause or permit or procure to be sold, delivered or given away any alcoholic beverages to any person, actually or apparently under the age of twenty-one years.**
- 2. No child, actually or apparently under the age of 16 years will be admitted to the premises at which event is held unless accompanied by their parent or guardian or by an adult person authorized by its parent or guardian, as provided by of §260.20 of the Penal Law.**
- 3. No sale or service of alcoholic beverages shall be made during the hours prohibited by the provisions of §106 (5) of the Alcoholic Beverage Control Law or by rule of the county government having jurisdiction in the county in which the event is held.**
- 4. No alcoholic beverage may be sold, served or consumed in any area where bingo is played.**
- 5. Alcoholic beverages must be purchased from a licensed brewer, winery, or wholesaler ONLY, and not from a retail licensee.**
- 6. A separate permit is required for each point of sale for each date. The permit must be on display at the event.**

### **TEMPORARY BEER & WINE PERMITS - Section 97**

**Authorizes the sale of WINE or BEER at retail for consumption at a gathering for a period not to exceed 24 consecutive hours. Such permit shall be valid for a period not to exceed 24 consecutive hours commencing 8:00 a.m. of the effective date of such permit except that in no event shall the sale of beer be permitted prior to 12:00 Noon on Sunday or during the hours prohibited by the Alcoholic Beverage Control Law or by rule of the county government in which the event is being held. This permit shall be subject to the following conditions:**

- 1. Application must be received by the Liquor Authority a minimum of 15 days prior to the event.**
- 2. No alcoholic beverages except beer or wine may be kept or be permitted to be kept or sold on the premises during the period that any permit issued in accordance with this application is in effect.**
- 3. No beer or wine may be taken from the premises where said event is held except that at the termination of said event, any beer or wine which shall remain on hand will be removed from said premises by brewer, winery or wholesaler from which it was purchased, or by its designated agent.**
- 4. Beer may be sold, served or consumed in rooms or areas in which authorized games of chance are held. Applicants must provide a copy of the Racing and Wagering certificate with the application.**
- 5. The Alcoholic Beverage Control Law limits the number of Temporary Beer & Wine permits that can be issued for a location to four (4) permits during a 12 month period.**

## **CATERERS PERMITS (all) - Section 98**

**Authorizes an active on-premises retail licensee to furnish alcoholic beverages for use at a specific event located off the licensed premises. Applicant must be hired to furnish provisions (food) and alcoholic beverages at the event. An applicant cannot cater for themselves. Such permit shall be valid for a period not to exceed 24 consecutive hours commencing 8:00 a.m. of the effective date of such permit and shall authorize the permittee to furnish provisions and alcoholic beverages for use at an indoor event. This permit shall be subject to the following conditions:**

1. Application must be received by the Liquor Authority a minimum of 15 days prior to the event.
2. Food must be provided by applicant/licensee, meeting the minimum requirements under **§64-a** of the Alcoholic Beverage Control Law, for example: salads, soups, sandwiches, finger foods. Pretzels and potato chips do not meet the minimum requirements for food.

## **CATERERS PERMITS FOR CLUB LICENSEES**

**Authorizes a club licensee to furnish alcoholic beverages to MEMBERS for use at events located off the licensed premises. Authorizes a club licensee to furnish alcoholic beverages for events on the licensed premise in accordance with §98(2). Such permit shall be valid for a period not to exceed 24 consecutive hours commencing 8:00 a.m. of the effective date of such permit and shall authorize the permittee to furnish provisions and alcoholic beverages for use at an indoor event. This permit shall be subject to the following conditions:**

1. Application must be received by the Liquor Authority a minimum of 15 business days prior to the event.
2. Food must be provided, meeting the minimum requirements under **§64-a** of the Alcoholic Beverage Control Law, for example: salads, soups, sandwiches, finger foods. Pretzels and potato chips do not meet the minimum requirements for food.

## **ALL NIGHT PERMITS -Section 99**

**Applicants must have an active on premise license to apply for an all night permit. An all night permit authorizes licensee to remain open to sell alcoholic beverages between the closing hour prescribed by statute or established county hours on any week day (New Year's Eve). This permit shall be subject to the following conditions:**

1. Applications must be received by the Liquor Authority no later than 45 days prior to the date of the event (November 16th).
2. Notice of the licensee's intent to apply for the permit must be sent to the local police department or, if there is no local police department, to the County Sheriff's Department. Proof that the notice was mailed must be included with the application. Acceptable proof is either (1) a copy of the notice and a certified mail receipt card or (2) the original, or a copy of the notice stamped and signed by the police department.

3. The permit is valid for the hours between the closing hour prescribed by statute or by the county government having jurisdiction and 8:00 a.m..
4. The sale of any alcoholic beverage under said permit shall be subject to the same rules, restrictions and conditions as apply to the alcoholic beverages which the said permittee is permitted to sell under their license.
5. **PERMIT MUST BE PLAINLY VISIBLE FOR INSPECTION DURING THE TIME IT IS IN EFFECT.**
6. All night permits will not be issued for a Sunday.

*NOTE: In deciding whether to issue the permit, the Authority will consider the licensee's disciplinary history (including pending charges) and whether, given the nature of the event, the licensee has adequate facilities and security plans in place. The Authority's Licensing Bureau will make a decision on each application within 10 business days of filing. If the Licensing Bureau denies the application, the licensee can request a review of the decision by a Member of the Authority. Such requests should be sent to the Office of Counsel at the Authority's Albany office. A Member of the Authority will review the decision and make a final determination within 10 business days of receipt of the request.*

#### **CHARITABLE PERMITS - Section 99(a)**

**Authorizes a charitable, religious, civic or educational organization to sell alcoholic beverages, at auction or otherwise. Such permit is valid for a 24 hour period commencing at 8 a.m. and only during the hours when such alcoholic beverages may lawfully be sold by retail licensees in the county in which the auction or sale is held. This permit shall be subject to the following conditions:**

1. Contributions made by an individual donor to applicant organization are deductible for federal income tax purposes.
2. The funds so raised will be used for non-profit purposes of the organization.
3. All such alcoholic beverages shall be in sealed containers.
4. Not more than eighty (80) cases shall be sold.
5. **No alcoholic beverages sold pursuant to such permit shall be consumed on the premises at which they are sold.**
6. Applicant must provide a statement as to how alcoholic beverages are to be acquired: purchase, gift or otherwise.