



SPECIAL OCCASION PERMIT APPLICATION

In order to obtain a Special Occasion Sales Liquor Permit from SLGA for outdoor events and events in City owned Arenas or Sporting Facilities, written approval from the City must be obtained before applying for the permit. To obtain the City approval, the following ***Special Occasion Permit Application Form*** must be completed and submitted to the Parks and Recreation Department a minimum of **1 month prior to the event**. Email: recreation@moosejaw.ca

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| <u>Name or Organization</u> | |
| <u>Phone and Email Address</u> | |
| <u>Purpose of Event:</u> | |
| <u>Proceeds from Event to be Used for:</u> | |
| <u>Event Date(s):</u> | <u>Event Times:</u> |
| <u>Event Location and Street Address:</u> | |
| <u>Projected # of Guests:</u> | |
| <u>Security Company (include contact name and #):</u> | |
| <u>Security Hours:</u> | <u>Number of Guards:</u> |

Please attach a site map identifying the following locations:

- Alcohol Serving Area
- Washrooms
- Fencing and Fence Height (outdoors)
- Refreshments/Bar Area
- Food Serving Area
- Entertainment Area

