



**APPLICATION FOR CONSUMPTION OF ALCOHOLIC LIQUOR IN
CROOK COUNTY PARKS & RECREATION PARKS
FOR PRIVATE EVENTS**

The City of Prineville Ordinance 965 allows the consumption of Alcoholic Liquor in parks within the City only if a permit has been obtained.

If alcohol is served, all OLCC rules and regulations must be adhered to

- Serving alcohol without obtaining a permit may result in a \$150.00 fine payable to Crook County Parks & Recreation.
- If it becomes necessary for police to become involved they may have their own ticketing process and corresponding fines.

Obtaining a permit is a three step Process

Step 1: Reserve the area you wish to hold your event and pay the appropriate fees to Crook County Parks & Recreation

Step 2: Fill out the CC Parks application (below) which must be approved by the Director or Business Manager. Once this application has been approved you will be given a second application which must be approved by the City Police.

Step 3: Submit the Police Departments application and pay the appropriate fee (\$100). When this application has been approved a copy will be forwarded to the CC Parks office.

General Rules

- A certificate of insurance must be provided (see Permit Application)
- The person applying for and receiving the alcohol permit will be considered the “permit holder”
- Permit is valid for date of event only and is not transferable or refundable
- Only the permit holder (or hired caterer) is allowed to bring alcoholic beverages into the park, and is responsible for the conduct of all group members.
- Permit holder will be responsible for assuring that all members of his/her party that consume alcohol are of legal age to drink alcoholic beverages according to Oregon State Law.
- Alcoholic beverages are not permitted in parking lots or children’s play areas.
- All park rules (see Permit Application) will be followed
- Permit holder must retain permit and make available upon request by park or police official.
- If alcohol is to be sold an appropriate licenses from the OLCC must be obtained
- Catered Events: to sell or distribute alcohol caterers must have \$1,000,000 insurance coverage and an “off premises” OLCC alcohol permit. Crook County Parks & Recreation will require the caterer to provide them with a certificate of insurance and an endorsement naming Crook County Parks and Recreation as additionally insured

Name of Applicant: _____

This applicant must be the same as on the CCPRD Permit Application and the first “responsible person” on the City’s application

Date of Event: _____ Park Booked: _____ Nature of Event _____

What type of alcoholic beverages are you planning on serving: beer – keg, bottles or cans; wine; hard liquor.

Is this a family event (all ages) or an adult only event? _____

Number of attendee’s expected _____

Explain how you will control the distribution of the alcohol:

Do you plan on hiring a caterer* that will be responsible for the alcoholic beverages? _____

If yes what is the name of the caterer _____

If alcohol is to be sold who will be selling it (must be a licensed individual such as a caterer and the appropriate licenses from the OLCC must be obtained) _____

The information supplied above is true to the best of our knowledge and I understand the rules that apply to this permit

Signature of Applicant Date

Approved: _____
Director or Business Manager