



**APPLICATION FOR CONSUMPTION OF ALCOHOLIC LIQUOR IN CROOK COUNTY PARKS & RECREATION PARKS FOR PUBLIC 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”
- Public events require that an appropriate licenses from OLCC be obtained
- A public event requires the alcohol to be sold in a restricted area, and no one under the age of 21 will be allowed in this area. A site plan will be required
- A public event requires that there is a plan in place to guarantee that minors will not have access to liquor
- Permit is valid for date of event only and is not transferable or refundable
- All park rules (see Permit Application) will be followed
- Permit holder must retain permit and make available upon request by park or police official
- \*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

Name of Organization: \_\_\_\_\_ Nature of Event \_\_\_\_\_

Date of Event: \_\_\_\_\_ Park Booked: \_\_\_\_\_

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? \_\_\_\_\_

Explain how you will control underage drinking \_\_\_\_\_

Number of attendee’s expected \_\_\_\_\_

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