

## Special Event - Special Use Permit Application

Email: [info@villageofbeaverville.com](mailto:info@villageofbeaverville.com)

This Special Event/Special Use Permit application must accompany a park, pavilion, public space, or facility rental agreement form and be forwarded for consideration to the Village of Beaverville, not less than fourteen (14) days prior to the scheduled use. Incomplete applications will not be considered. Information on the application found to be inaccurate or untruthful will cause the application to be denied. If such determination is found after said use, the Village of Beaverville shall exercise the right to charge in full all applicable fees, process in full any security deposit and/or revoke any future privileges to use parks, basketball courts, playground, amenities and facilities.

Primary Contact's Name:	
Organization Name (if applicable)	
Address:	
Phone:	
Email:	
Event Name:	
Event Description:	
Event Date:	
Estimated Number of Participants	
Event Set Up Time:	
Event Take Down Time:	
Actual Start Time for Event:	

Please specify the park/pavilion/facility/public space you wish to utilize:

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Indicate the types of activities to be included in the Special Event/Special Use Permit (select all that apply):

- ☐ Cash Transactions - Allows for monetary exchange between patrons & vendors.
- ☐ Consume, Serve or Sell Alcohol - Requires \$25 nonrefundable fee. You must complete the fields below with liquor supervisor details.
- ☐ Fundraising
- ☐ Use After Dusk – see Village of Beaverville noise ordinance
- ☐ Artificial Lighting

If you chose Cash Transactions above, is the event open to the public? **Select:** Yes ☐ or No ☐

If you chose Cash Transactions above, will tickets be available for purchase? **Select:** Yes ☐ or No ☐

If you chose Cash Transactions above, list specific items to be sold:

If you chose Consume, Serve or Sell Alcohol above, please read the following details:

**This application is to request permission to consume, serve and/or sell alcohol on Village of Beaverville premises. Issuance of a permit shall be considered subject to the user obtaining dram shop liability coverage for the premises in the amount that is at least equal to the maximum liability amount set out in the Illinois Liquor Control Act, 235 ILCS 5/1-1 et seq., as well as commercial general liability insurance on an occurrence basis, or such similar insurance approved by the Village, or his or her designee, with limits of at least \$2 million per occurrence and \$2 million in the aggregate, naming the Village of Beaverville, its Board members, officers, agents, employees, assigns, and any other individual or entity the Village of Beaverville deems fit as additional insureds thereon on a primary and non-contributory basis.**

**The Village of Beaverville reserves the right to require an applicant to add any other individual or entity as insured(s) as it deems fit. The user shall provide certificates of insurance to the Village of Beaverville indicating conformity with the obligations imposed herein no less than fourteen (14) days prior to the particular event.**

- 1. Liquor Supervisors (minimum 3 per event) shall monitor the serving and consumption of alcohol at all times during the event.**
- 2. Alcohol cannot be served prior to 10am or after 10 pm.**
- 3. Alcohol must be contained within an approved area defined by the Village of Beaverville.**
- 4. For outdoor use, each patron must wear a wristband after having identification checked for legal alcohol consumption age.**
- 5. Permission to obtain permit must be approved by the Village of Beaverville.**
- 6. The applicant must comply with all other laws and regulations, including the Village of Beaverville Liquor Ordinances and licenses pursuant thereto.**

**Only a licensed business may sell alcohol on site and must show proof of a Village of Beaverville liquor license. If you are selling alcohol, please list the business name, address, phone and liquor license number.**

Business Name	Address (City, State, Zip)	Phone Number	Liquor License #

If you plan to consume or serve alcohol, please list the **Name, Address, Birthdate and Driver's license number** of your 3 Liquor Supervisors (must provide copies of valid ID's):

Name	Address	City, State	Birthdate	Driver's License No.

I/We agree to comply with the Village of Beaverville ordinances, policies and regulations regarding the service and consumption of alcoholic beverages on Park and Other Village premises.

I/We shall indemnify, defend, and hold harmless the Village of Beaverville, its Board members, officers, agents, employees, assigns, and any other individual or entity the Village of Beaverville deems fit from any and all claims, demands, actions, expenses, or suits of any kind arising out of or in connection with the rental and use of Village of Beaverville property and facilities. Further, no Indemnatee shall be liable in any manner to the applicant(s), its directors, officers, agents, employees, invitees, or visitors for any injury or damage to applicant(s), applicant's directors, officers, agents, employees, invitees or visitors, or their property, caused by the criminal or intentional misconduct, or by any act or neglect of third parties or of applicant, applicant's agents, employees, invitees, or visitors, or of any other user.

I certify that the information provided in this contract is correct to the best of my knowledge, and I further understand that if any information is found to be false, I may forfeit my fee and/or deposit.

I, as the authorized applicant/renter, have read, understand and accept all the information stated in this contract, in its entirety, and agree to abide by it.

\_\_\_\_\_  
Signature of Applicant (applicant must be age 21+)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village Clerk

\_\_\_\_\_  
Date