



CITY OF MORRISTOWN
APPLICATION FOR SPECIAL OCCASION BEER PERMIT
Information & Applicant Checklist



By making this application, the applicant assumes personal responsibility for all information provided. It is the applicant's responsibility to see that the application is complete and correct. The Beer Board could delay action on the application if any information is not accurate. The City Beer Board meets as needed on the first and third Tuesday of each month. To ensure consideration of an application, the applicant must submit the completed application to the City of Morristown Tax Office **at least 60 days prior to the Beer Board meeting.**

To be issued a beer permit for a special occasion, the following conditions must be met:

- *The special occasion permit shall not be issued for longer than one (1) twenty-four-hour period, subject to the limitations on the hours of sale imposed by law. The application for the special occasion permit shall include documents showing evidence of the type of organization, copy of IRS determination letter, and state the location of the premises upon which alcoholic beverages shall be served and the purpose for the request of the license.*
- *The fee for each special occasion license shall be fifty dollars (\$50.00).*
- *For the purpose of this section:
 Bona fide charitable or nonprofit organization means any corporation or legal entity which has been recognized as exempt from federal taxes under section 501c of the Internal Revenue Code for two consecutive calendar years.*
- *No charitable or nonprofit organization possessing a special occasion permit shall purchase, for sale or distribution, beer from any source other than a licensee as provided pursuant of state law.*

The following items must be completed and copies provided (if applicable). Remember, the completed application **MUST BE SUBMITTED** to the City of Morristown Business Tax Office.

- Application completed & submitted to city business tax office.
- Agenda Date (Beer Board Meeting) _____ City Center, Council Chambers
 Representative or Manager **MUST** be present at meeting for consideration of permit.
- Permit application fee (all fees non-refundable) \$50.00
- Publication fee paid \$30.00
- Copy of IRS Designation Letter showing 501c for two consecutive calendar years.

I/we hereby make application for a permit to sell or distribute beer or other beverages authorized to be sold, stored or distributed under the provisions of the City of Morristown alcoholic beverage ordinance Title 8 and base my application upon the answers to the following questions:

1. Name of Applicant(s): _____
2. Applicant(s) address: _____ (Phone) _____
3. Name of Special Occasion Event: _____
4. Date(s) of Event: _____ Purpose of Event _____
5. There are approved locations set aside for special occasion events to occur. (These are shown in attached exhibits.)
 Please check the location you are requesting: Downtown Farmers Market Rose Center.
 If requesting approval for a different location please provide address: _____
6. Event Manager Name and contact information: _____



**CITY OF MORRISTOWN
SPECIAL OCCASION PERMIT APPLICATION AFFIDAVIT**



1. I/we _____ hereby solemnly swear or affirm that each statement in this application is true and correct and understand that if any statement contained herein is false, the permit issued is automatically forfeited and voided. Furthermore, that in the event of forfeiture I/we shall not be eligible to receive another permit for a period of ten (10) years pursuant to Tennessee Code Annotated § 57-5-105(d).
2. I/we understand that all applicants are charged with the responsibility of knowing the local and state beer laws. I/we are aware that the penalty for violating state or local beer laws can include revocation or suspension of the permit and/or the imposition of civil penalties up to two thousand five dollars (\$2,500) per offense.
3. I/we understand that if the business allows illegal gambling on the premises that the beer permit will be subject to revocation.
4. I/we understand that by submitting this application, a background investigation shall be conducted on the Event Manager. It is further understood that any and all documents related to that investigation shall become public record open for public inspection and reproduction pursuant to Tennessee Code Annotated § 10-7-503.
5. I/we hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of actions, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to my application. I/we hereby waive all possible liability of the City of Morristown, Morristown Beer Board, Morristown Police Department, its employees, agents and representatives as stated above.
6. I/we agree that the special occasion permit holder shall use servers possessing server's permits issued by the State of Tennessee Alcoholic Beverage Commission and have said permits available for inspection upon request.
7. I/we agree that the use of any server who has been convicted within the past ten (10) years of any law relating to the sale, possession, manufacture or transportation of intoxicating beverages, including beer, as defined by the City of Morristown Municipal Code Section 8-213 or the use of any server who has been convicted of any felony or crime involving moral turpitude within the past ten (10) years will be cause for possible revocation of the beer permit.
8. I/we understand if any information given in the application subsequently changes, I/we will immediately notify the Morristown Beer Board c/o Business Tax Office.
9. I/we assume full responsibility for the permit and will be accountable for full compliance with the laws of Morristown and the State of Tennessee in the sale of beer.
10. I/we have read the foregoing release. I/we fully understand its provisions, and voluntarily consent to abide by its requirements.
11. I/we acknowledge and understand that the fees paid for the beer permit application process are non-refundable.
12. The undersigned is the applicant or the bona fide and qualified agent/representative of the corporate applicant.

Applicant Signature or Agent/Representative

Date

Sworn to and subscribed by me this _____ day of _____, 20 _____.

Notary Public: _____

My Commission Expires: _____



CITY OF MORRISTOWN
Application for SPECIAL OCCASSION BEER PERMIT
Event Manager Application



Reason for Application: _____

1. Name _____
2. Home Address _____ City _____ State _____ Zip _____
3. Home Phone (_____) _____ Cellular Phone (_____) _____ Date of Birth ____/____/____
4. Driver's License # _____ State _____ Social Security # _____ - _____ - _____
5. Local Business Name _____
6. Local Business Address/Zip _____ Business Phone (_____) _____
7. Have you ever been convicted of any violation of liquor and/or beer laws, controlled substance laws, felonies, or any crime involving moral turpitude, within the last ten years, or do you have any charges currently pending?
 Yes* No
 *If yes, give particulars of each charge, including city, county, state: court and date: _____

8. Have you ever been convicted of any misdemeanors (including Speeding, DUI, Simple Assault, etc.) within the last ten (10) years or have any charges currently pending? Yes* No
 *If yes, give of each charge, including city, county, state, court and date: _____

9. Do you understand both the state laws and local laws regulating the sale and distribution of beer in the City of Morristown?
 Yes No
10. Do you understand that allowing illegal gambling on the premises will subject the permit to revocation?
 Yes No

AFFIDAVIT

I hereby solemnly swear or affirm that each statement on this questionnaire is true and correct and agree that if my statement is false, the permit issued may be revoked by the Beer Board, upon notice and hearing, and that the burden is on the permittee to prove the correctness of all the statements in this application.

I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated §10-7-503.

I understand that by submitting this application a background investigation shall be conducted and any and all documents related to my investigation shall become public records.

I hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives, from any and all liability of whatever type for any damages, causes of actions, personal or property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to employees, agents and representatives as stated above.

I have read and understand the foregoing release and understand its provisions and voluntarily consent to abide by its requirements.

Signature of Applicant

Date

Sworn to and subscribed by me this _____ day of _____, 20 _____.

Notary Public: _____

My Commission Expires: _____



**CITY OF MORRISTOWN BEER BOARD
AUTHORIZATION FOR CRIMINAL HISTORY**



Date

I, the undersigned applicant, or duly authorized signatory for applicant, for a permit authorizing the sale of beer within the City of Morristown, Tennessee, do hereby authorize the City of Morristown, by and through its agents and representatives and employees, to make inquiry, whether verbal, written, or electronic, of any and all law enforcement agencies or clerks of courts, whether, state, federal or local, concerning my criminal history of any convictions that I have had for any misdemeanor or felony, involving other than minor traffic violations, within the last ten (10) years from the date above.

I, the undersigned, further authorize any and all law enforcement agencies or clerks of courts, whether state, federal or local, or any state, federal, local or national entity storing and providing criminal history data, to release the afore stated information to the City of Morristown.

Residences for Past 10 Years

Street Address

City, State and Zip Code

Signature

Name – Printed (include Maiden Name if Applicable)

Date of Birth

Social Security Number

Current Home Street Address

City, State and Zip Code

Name of Witness – Printed

Signature