



Organizations	\$	✓	Individuals	\$	✓	Businesses	\$	✓
Non-Sale	\$15		Non-Sale	\$15		Non-Sale	\$15	
Sale	\$25		Cost Recovery	\$15		Sale - (alcohol catered)	\$25	
Sale - Trade Show (HO Approval)	\$25		Sale - (alcohol catered)	\$25				

- **Receipts for beverage alcohol must be attached in order to validate the permit**
- **WARNING: It is an offence to sell or serve beverage alcohol to any person under the age of 19 (Section 110(1) of The Alcohol and Gaming Regulation Act, 1997).**

(Please Print)

Applicant name: _____ Mailing address: _____
 City: _____ Province: _____ Postal code: _____
 Home phone: _____ Business phone: _____ Cell phone: _____ Fax: _____
 Applicant's position held in organization: _____
 Organization: _____ Mailing address: _____
 City: _____ Province: _____ Postal code: _____
 Alternate contact: _____ Home phone: _____ Business phone: _____ Cell phone: _____
 Name of location: _____ Location address: _____
 Specific area to be permitted (i.e. hall, fenced beer garden): _____
 What is the fire rated capacity of the entire area to be permitted: _____ Estimated number of persons in permitted area: _____
 Name and type of event (i.e. cabaret, tournament): _____

Date(s)	Start Time	End Time	Date(s)	Start Time	End Time
	a.m. / p.m.	a.m. / p.m.		a.m. / p.m.	a.m. / p.m.
	a.m. / p.m.	a.m. / p.m.		a.m. / p.m.	a.m. / p.m.
	a.m. / p.m.	a.m. / p.m.		a.m. / p.m.	a.m. / p.m.

For a maximum of 12 hours, within the hours of 9:30 a.m. - 2:30 a.m. (12:00 noon - 2:30 a.m. on Sundays, Good Friday, Christmas Day, and Remembrance Day). The service of beverage alcohol must cease at least one-half hour prior to the expiration of the permit. Consumption is not allowed after the expiration of the permit.

If a restaurant or tavern is catering the beverage alcohol, what is the name of that restaurant or tavern? _____

Will any part of this event be held outdoors or in a tent? Yes No (if yes, SLGA Head Office approval is required)

Will any part of this event be held on private residential property? Yes No (if yes, SLGA Head Office approval is required)

Will minors be allowed in the area where beverage alcohol is served? Yes No

Will you be purchasing alcohol for this event from a: Hotel Brew Pub SLGA Liquor Store Liquor Franchise

The name and address of the hotel or brew pub? _____

Have you hired a professional security company? Yes No Security company name: _____

Application must be fully completed and signed.

X Applicant signature: _____ Date: _____

Date	Signature of issuer	Franchise Number	Out of territory approval (full name)	Head Office approval (full name)

NOTE: Receipts for Beverage Alcohol must be attached in order to validate this permit.

- SLGA personnel and police officers are allowed to enter the premises at any time before, during, or after a function for inspection.
- Only beverage alcohol purchased lawfully from an SLGA store, a franchise or commercial off-sale permittee is allowed at a function. The applicant/permittee must specify on the application where the alcohol will be purchased. Spirits may not be purchased from off-sale permittees.
- Beverage alcohol purchased for permitted events cannot be sold as off-sale. All alcohol purchased at a permitted event must be consumed on the permitted premises.
- Under no circumstances shall "homemade" beverage alcohol be served or consumed on the permitted premises.
- A permit may not be issued for a "Bring your own alcohol" function.
- Alcohol consumption must not take place outside of the premises indicated on the permit.
- Competitions or sporting events involving motor vehicles or weapons may obtain special occasion permits at the discretion of the SLGA. However, competitors may not participate in the liquor permitted function until after the sporting event or competition is completed.

1. Sale Permit Terms and Conditions

- (a) Sale permits may be issued to individuals or businesses only when the alcohol sales and service are managed by a commercial permittee who holds a catering endorsement.
- (b) Every permittee who is issued a permit shall ensure that each drink containing spirits sold or served by the permittee contains not less than one ounce or 28.5 millilitres of spirits in the same form in which it was purchased from SLGA.
- (c) If approval to allow minors has been granted by SLGA, and the approval is endorsed on the permit, minors may attend "Sale" function events only if accompanied by their parent or legal guardian. Minors must not purchase, consume, or act in any way in the handling of beverage alcohol, including selling drink tickets.
- (d) If you are planning on having a poker tournament or Monte Carlo event, minors may not attend.
- (e) Minors may attend Sale events without parental accompaniment only if they are providing professional entertainment or emergency maintenance (e.g. plumbing, heating, etc.). Minors must not provide any other services or duties in the liquor permitted area. All minors must leave the premises after the completion of their performance (including breaks) unless their parent or legal guardian who is not a minor accompanies them.
- (f) Unless the permit allows minors, the permittee must post signage indicating "No Minors Allowed" (signage provided at stores, franchises or head office).
- (g) Permittees operating under special occasion permits that allow the sale of alcohol for profit must retain all records relating to any special occasion event including:
 - Any and all ledgers and records detailing transactions relating to the event.
 - Bank statements, cancelled cheques, deposit books and cheque stubs with respect to the bank account for the event.
 - Bills of sale, invoices or receipts to support disbursements from event proceeds.
 - These records must be retained for a minimum of one (1) year from the date of the special occasion event, and must be made available to SLGA upon request.

2. Non-Sale Terms and Conditions

- (a) Open to members and invited guests only.
- (b) Beverage alcohol may not be directly or indirectly sold.
- (c) Minors may attend Non-Sale functions. Minors must not purchase, consume or act in any way in the handling of beverage alcohol.

3. Cost Recovery Terms and Conditions

- (a) Open to invited guests only
- (b) Minors may attend Cost Recovery functions. Minors must not purchase, consume or act in any way in the handling of beverage alcohol including selling drink tickets.
- (c) The charge per drink is to be a maximum of \$2.00.
- (d) Actual recovery cost for imported beer, coolers and wine by the bottle may be charged (\$2.00 max applies to wine by the glass).
Note: Recovered costs refer to costs related to beverage alcohol only and do not include mix, cups, ice, etc.
- (e) Minimum serving sizes for Cost Recovery events:

Spirits	28.5 ml (1 oz)
Liqueurs	28.5 ml (1 oz)
Bottled/Canned Beer	1 bottle/can 342 ml (12 oz)
Draught Beer	342 ml (12 oz)
Wine	113 ml (4 oz)



SPECIAL OCCASION PERMIT PERMITTEE OBLIGATION

Permit # _____

The following declaration must be posted in a conspicuous location in the bar area, in the same location as the permit.

1. No person or organization may knowingly use a fictitious name or the name of a fictitious organization or make any other false assertion in applying for any type of permit.
2. No permit holder shall allow any minors in the premises unless the Saskatchewan Liquor and Gaming Authority (SLGA) has given its permission for minors to be present, the permission is noted on the permit, and **the minor is accompanied by his or her parent or legal guardian**. This requirement does not apply to non-sale or cost recovery permits. Minors may attend "Sale" events without parental accompaniment only if they are providing professional entertainment or emergency maintenance (e.g. plumbing, heating, etc.). Minors must not act in any way in the sale, handling, or service of beverage alcohol (includes taking or placing beverage alcohol orders).
3. No person shall sell or give beverage alcohol to a minor.
4. No beverage alcohol is to be given or sold to any person who is or appears to be intoxicated.
5. The bar is to be closed and all sales and service of alcohol must be stopped at least one half hour before the permit expires. After the permit expires, no alcohol is to be consumed and all alcohol must be removed from tables.
6. No permit holder shall allow disorderly or riotous conduct on the premises, and no person in attendance shall engage in such behavior.
7. The permittee must ensure that only the authorized kinds and quantities of alcohol are served. No homemade beverage alcohol is to be bought, sold, or given to or by any person on the premises. Also, "Bring Your Own Alcohol" events are not permitted.
8. Food service, sufficient for a light meal, must be provided at all Special Occasion functions. Snack foods such as chips and pretzels are not sufficient food.
9. The permittee must ensure the number of patrons does not exceed the capacity of the premises.
10. No permit holder shall allow any entertainment, game, sport, or other activity that is illegal, or has been prohibited by *The Alcohol Control Regulations, 2002*, to take place on the premises.

A person who contravenes any of these provisions, the Act or the Regulations, and/or orders made by SLGA or the Commission, is guilty of an offense and liable to a fine and/or imprisonment.

I, the undersigned, have read the permittee obligations above, understand the terms and conditions under which the permit is granted and will comply with these provisions.

Applicant name (please print) _____

Organization represented (please print) _____

Applicant signature: _____ Date: _____