



ALCOHOL LOCATION EXEMPTION APPLICATION

Complete this application to request the sale, service or consumption of alcohol beverages on City property pursuant to the provisions of Section 154.107, City of Jacksonville Ordinance Code. This form must be submitted at least 60 days prior to requested date of alcohol service. Please type information into this fillable form.

Section 1 – Entity Information

Name of Entity or Individuals seeking to conduct activity (List company name if company is conducting activity):	
Address of above entity or individual:	
Contact Name:	Contact Phone:
Contact Email:	

Section 2 – Alcohol Service

Exact address of where alcohol beverages will be sold, served, or consumed:		
Date(s) alcohol will be served:	Service start time:	Service end time:
Is this event open to the public, ticketed, or a private event?	This event will have (check one or both): <input type="checkbox"/> Beer and/or Wine <input type="checkbox"/> Liquor Bar	
How will alcohol be purchased or provided to guests (check one): <input type="checkbox"/> Fully Complimentary, no charge <input type="checkbox"/> Fee, individually paid per drink <input type="checkbox"/> Included in the admission cost		
Name of the person or entity that will hold liquor liability insurance as outlined in this application for this activity: (Must be the same as person or entity holding the alcohol license)		

Section 3 – Alcohol Containment

Name of security company (may NOT be JSO) that will provide staff to contain alcohol within the approved area:		
Security company contact name:	Security company contact phone number:	
Security company contact email:	Total number of security staff for containment:	
Date(s) of security service:	Security service start time: (must be at least 30min before alcohol service begins)	Security service ending time: (must be at least 30min after alcohol service ends)
<p>Alcohol containment plan (Attach as an additional full color document) Please note the alcohol containment plan should clearly show how alcoholic beverages will not leave the requested service area. Alcohol may be contained by closing in areas using existing or temporary fencing and private security staff. Clearly label maps and diagrams with streets, street names, rooms, fencing, barriers, all bar and service locations, security staffing and any other information that will be helpful. The Jacksonville Sheriff's Office is not accepted as security or staffing to contain alcohol within an area.</p>		

APPROVED:

OFFICE OF SPECIAL EVENTS
117 W. Duval Street, Suite 280, Jacksonville, FL 32202
Ph: 904-630-3690 Fx: 904-630-4744 Em: eventpermit@coj.net

DATE

PARKS AND RECREATION (Only if Location is a City Park)
214 N. Hogan Street, Suite 280, Jacksonville, FL 32202
Ph: 904-630-7930 Fx: 904-630- Em: jaxparkspermitting@coj.net

DATE

JSO (Chief of Special Events - Leonard Propper)
501 E. Bay Street, Jacksonville, FL 32202
Ph: 904-630-0797 Fx: 904-630-1751

DATE

JFRD (Chief of Rescue – David S. Castleman)
515 N. Julia Street, Jacksonville, FL 32202
Ph: 904-630-7055 Fx: 904-630-4660

DATE

OFFICE OF GENERAL COUNSEL
117 W. Duval Street, Suite 480, Jacksonville, FL 32202
Ph: 904-630-1700 Fx: 904-630-1751 Em: jsawyer@coj.net

DATE

INSURANCE AND RISK MANAGEMENT
117 W. Duval Street, Suite 335, Jacksonville, FL 32202
Ph: 904-630-7891 Fx: 904-630-2100 Em: riskreview@coj.net

DATE

LENNY CURRY, MAYOR

DATE