



**CITY OF ROCKFORD 2011  
SPECIAL EVENTS APPLICATION**

**APPLICATION FOR CITY OF ROCKFORD CLASS "S" OR "SP" LIQUOR LICENSE PERMIT**

<b>Name of Event:</b>	
<b>Specific Location of Event:</b>	
<b>Date(s) &amp; Hours of Event:</b>	
<b>Proceeds Will Go To:</b>	
<b>Non For Profit Information:</b>	
<b>Non For Profit Name:</b>	
<b>Non For Profit Address:</b>	
<b>Event Contact Person:</b>	<b>Event Contact Phone:</b>
<b>Event Contact Cell Phone:</b>	<b>Fax:</b>
<b>Non for Profit Registration #:</b>	

**TYPE OF PERMIT REQUESTED:**

**S Permit for consumption of liquor on PRIVATE property. "S" Liquor Applications MUST be submitted at least 30 days prior to the first day of the event. The following items must accompany this application for an "S" Permit:**

1. A Certificate of Insurance showing coverage for dram shop (liquor liability) insurance for the listed location and listed charity and listing the City of Rockford, Legal Dept, 425 East State Street, Rockford, Il, as certificate holder.
2. Proof of not-for-profit status (i.e. articles of incorporation, tax exempt number).

**SP Permit for consumption of liquor on PUBLIC property. "SP" Liquor Applications MUST be submitted at least 60 days prior to the first day of the event. The following items must accompany this application for an "SP" Permit:**

1. A Certificate of Insurance showing coverage for commercial general or premises liability insurance and dram shop (liquor liability) insurance naming the City of Rockford as additional insured, and listing the City of Rockford, Legal Dept, 425 East State Street, Rockford, Il, as certificate holder.

2. A detailed plan or map showing the exact area where alcohol will be sold and consumed.
3. A description of security measures to control the area (i.e. fences, barricades, security personnel).
4. Proof of not-for-profit status (i.e. articles of incorporation, tax exempt number).

**For Office Use Only:** \_\_\_\_\_