

# Alcohol Use Permit Application

All applications and functions held within the Naperville Park District are subject to all of the laws and ordinances as indicated in the Park District General Ordinance (copies available at [www.napervilleparks.org](http://www.napervilleparks.org) or at our Admin Building). In addition to these rules and regulations, the following guidelines also are applicable for consumption of alcohol. The Naperville Park District policy permits the consumption and sale of alcoholic beverages only when the following alcoholic beverage use regulations are followed:

1. The sale or consumption of alcoholic beverages (beer and wine) is in conjunction with a recreational event under the sponsorship of the park district, the sponsorship of a recognized community group, or responsible organization or adult individual.
2. The customer has completed this permit and paid a \$300 deposit at the time of rental. This deposit will be refunded after the facility has been inspected and released. The renter must be present at the rental and at the final inspection for indoor rentals.
3. To sell alcoholic beverages, a park district permit is required along with a temporary liquor license from the City of Naperville Liquor Control Commission. Dram Shop insurance also is required to sell alcoholic beverages.
4. To serve alcoholic beverages, a Naperville Park District preferred caterer must be used or the renter must obtain host liquor liability insurance. Certain facilities require the use of a preferred caterer in order to serve alcohol.
5. For outdoor park rentals, an approved security guard must be provided when alcoholic beverages are present. The guard must be a licensed, insured and uniformed officer or an Officer of the Naperville Park District Police. Please call the park district for current fees and availability of Park District Officers. If private security guard(s) will be used rather than the Naperville Park District Police, prior approval must be obtained by the Naperville Park District Chief of Police. One security guard or officer is required for groups of 70 or less when alcoholic beverages are being served. Groups of more than 70 are required to have additional security (1 officer for every 70 people). Based upon the nature of the event, additional security staff may be required upon review and/or recommendation of the Park District Chief of Police. If sufficient security is not on site, the permit is subject to revocation. Additionally, special areas must be designated for alcohol distribution and consumption within a building or tent. Alcoholic beverages are not permitted on roads, roadways, or parking areas. Any rentals including Naperville Park Police must be a minimum of two hours. The serving of alcohol must cease one hour prior to the end of the contract rental time.
6. The sale or consumption of alcoholic beverages must occur in a Park District building that is consistent with 235 ILCS 5/6-15. A building is defined as any structure, permanent or temporary, that has a roof and/or sides. For tents larger than 10' x 10' a tent permit is required through the City of Naperville.
7. Any person consuming or in possession of alcohol on park district property at the applied-for event, must have a valid government or state-issued picture identification card with them at all times.

*I have read and agree to all of the terms and conditions of the Naperville Park District Ordinances and the Naperville Park District Alcohol Use Permit Application and Guidelines.*

**SIGNATURE OF APPLICANT:** \_\_\_\_\_

**NAME OF RENTER (PRINT):** \_\_\_\_\_  
Last First

**DATE OF EVENT:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **RENTAL PERMIT #:** \_\_\_\_\_

**CONFIRMED ATTENDANCE:** 21 AND OLDER \_\_\_\_\_ UNDER 21 \_\_\_\_\_

**INDOOR EVENT REQUIRES USE OF PREFERRED CATERER TO PROVIDE AND SERVE ALCOHOL**

**LIST CATERER:** \_\_\_\_\_

**CHECK ONE:**

**OUTDOOR EVENT REQUIRES NPD POLICE**  **OR APPROVED THIRD PARTY SECURITY**

**# OF OFFICERS:** \_\_\_\_\_ **HOURS** \_\_\_\_\_ **TO** \_\_\_\_\_

**NAME OF 3<sup>RD</sup> PARTY SECURITY:** \_\_\_\_\_ **PHONE #:** \_\_\_\_\_

**NPD POLICE WILL NOT BE AVAILABLE THE FOLLOWING DATES IN 2020:  
JULY 3 - 4; AUGUST 7; SEPTEMBER 4 - 7**