



Napa Police Department

1539 First St. Napa, CA 94559
(707) 257-9223

CONDITIONS OF OPERATION

Special Events with Alcohol

1. Alcohol service must conform to the requirements of Alcohol Beverage Control (ABC) and this policy.
2. No alcoholic beverages shall be sold to any obviously intoxicated person or to any person under the age of 21. (Business and Professions Code sections 25602(a) and 25658(a)).
3. All sellers/servers shall check the identification of any purchaser of alcoholic beverages suspected of being under the age of twenty-five (25). Forms of government identification with a photograph such as a Driver's License or Identification card are accepted forms of identification.
4. Sales/service of alcoholic beverages shall cease thirty (30) minutes or one (1) hour prior to the scheduled conclusion/close of the event. (Law Enforcement checks the above box)
5. Consumption of alcoholic beverages shall be allowed only within the designated area of the event venue.
6. No person under the age of 21 will be allowed in any such areas designated exclusively for the service and consumption of alcoholic beverages.
7. Purchase of alcoholic beverages shall be limited to two (2) per customer per transaction.
8. There should be no consumption of alcoholic beverages by any person working within the alcoholic beverage dispensing/sales booth at any time during or within 4-hours prior to their work shift.
9. All persons engaged in or assisting with the sales or service of alcoholic beverages (regardless of whether they are stationed inside the sales booth or not) shall complete an approved course on Responsible Beverage Service (RBS) or LEAD (ABC certified) prior to working in the alcoholic sales booth. RBS/LEAD certification is valid for two years from the date of training or as indicated on the certification card.
10. All sellers/servers of alcoholic beverages, while engaged in or assisting with the sales/service of alcoholic beverages shall carry in their possession a certification card showing they have, in fact, completed the required training and are authorized to work in the alcoholic beverage sales booth. They should carry in their possession another valid form of identification such as a Driver's License or Identification Card.
11. All individuals involved in the dispensing, sales or service of alcoholic beverages shall be required to read and acknowledge these conditions.
12. These conditions will be posted in a conspicuous place clearly visible to the public and available upon request of any peace officer.

13. The Event Operator will provide information for attendees regarding taxi cabs or other alternatives to driving while intoxicated.
14. For the purpose of restricting underage access to alcohol if one of the following conditions is checked the event must adhere to the additional condition(s). (Law enforcement checks the below boxes)

- Identification check at the door and wristbands for attendees who have been checked at the door.
- Identification check at the bar every time a drink is purchased.
- Separate area for consumption with an identification check at the entrance.
- No one under 21 is allowed at the event.
- Other: _____
- No further conditions.

15. Failure to abide by these conditions may result in the immediate closure of the involved alcohol service booth and/or forfeiture of eligibility to serve alcohol at future special events in the City of Napa. Ineligibility may apply to the individual or the organization

These conditions are to be reviewed and accepted by the Event Operator/representative at the time of the Special Event Permit. Each seller/server must read and sign the conditions prior to working the event. The Event Operator/representative will ensure these signed forms are on-site during the event and made available to law enforcement upon request.

Event: _____ Date of Event: _____

Organization: _____

Event Representative's Name (print): _____

Event Representative's Name: _____
(Signature)

Date: _____

The seller/server shall acknowledge these conditions by signing and dating this form prior to serving any alcoholic beverages at this event.

Seller/servers Name (print): _____

Acknowledgement of conditions: _____
(Signature)

Date: _____

(Law Enforcement Representative Signature)

(Date)