



**CATERER'S PERMIT**  
**City of Mandan**  
**Finance Department**  
 205 2<sup>nd</sup> Ave NW  
 Mandan, ND 58554  
 701-667-3210

**PERMIT APPLICATION TO SELL  
 ALCOHOLIC BEVERAGES AT A  
 SPECIAL EVENT DESIGNATED  
 PREMISES**

**Applications must be approved by the Mandan Police Department and the Finance Department issuing the permit. Any application filed less than 7 days prior to the first day of the event must pay a fee of double the established fee.**

|  |  |             |  |               |  |
|--|--|-------------|--|---------------|--|
| Applicant (Please Print):  |  | Title:      |  | Phone Number: |  |
| Name of Licensee:  |  |             | Name of Business (DBA):                            |               |  |
| State of ND Alcohol Beverage License Number(s):  |  |             | City of Mandan Alcohol Beverage License Number(s): |               |  |
| Mailing Address:   |  | City:       | State:   | Zip:          |  |
| Email Address:   |  |             |  |               |  |
| Fully Describe Event:  |  |             |  |               |  |
| Name of Building Where Event Will Be Held:   |  |             | Address of Premises Where Event is Being Held:     |               |  |
| Date(s) of Special Event:  |  | Start Time: | End Time:  |               |  |
| Does the building meet all state and local sanitation and safety requirements?    Yes                      No  |  |             |  |               |  |
| The permit fee is <b>\$25.00</b> for each permit. One permit may be used up to 14 days for a reoccurring event at one location within the identified premises. Multiple events with varying locations at the same facility each require an individual permit.  |  |             |  |               |  |
| <p><b>Description of Premises:</b></p> <p>On the next page, draw a clear and understandable floor plan of the premises. Show all exits, bars, dining areas (if any), beverage coolers and beverage storage areas. Indicate which are solid walls, half walls, dividers and movable partitions. If any area is enclosed by fences or the like, explain type and height.</p> |  |             |  |               |  |

North

I understand that the issuance of a permit does not authorize any activity other than the sale of alcoholic beverages.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Licensee)

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**FOR OFFICE USE ONLY**

The above named licensee is hereby authorized to sell alcoholic beverages in accordance with law and ordinances at the premises and on the date(s) set forth in this application subject to such other than the sale of alcoholic beverages.

*Approved by:*

**Mandan Police Department:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**City of Mandan Finance Department:** \_\_\_\_\_ **Date:** \_\_\_\_\_