

# **City and County of Denver**

## **Department of Parks and Recreation**

### **Alcohol Policy**

**Draft Revision  
February 01, 2011**

## **PURPOSE**

The purpose of this policy is to establish the rules and regulations regarding the service or sale and service, and the associated consumption, of alcohol beverages in Denver Parks and Recreation facilities and parks. It is the intention of the Department of Parks and Recreation to provide the citizens of Denver the broadest range of opportunities to enjoy its facilities and parks while protecting the City and its citizens from abusive and disruptive behavior.

## **DEFINITIONS**

The phrase “alcohol beverage,” as used in this Policy, shall conform, at a minimum, to the definition and restrictions imposed by the Colorado Liquor Code under Article 47 of Title 12 of the Colorado Revised Statutes. For most situations where a permit may be issued by the Department of Parks and Recreation allowing the service or sale and service, and the associated consumption, of alcohol beverages is limited to malt liquor (beer) or vinous liquor (wine or champagne) as specified in the permit; provided however, spirituous liquor (hard liquor) may be permitted as provided in this policy subject to such limitations contained in this policy and in the permit. The sale and service of alcohol beverages, or the service of alcohol beverages at non-private (i.e., public) events shall require, in addition to any permits specified under this policy, a Special Event Liquor License issued by the appropriate governmental authority.

The phrase “3.2 beer,” as used in this Policy, shall conform, at a minimum, to the definition and restrictions for “fermented malt beverage” as provided by the Colorado Beer Code under Article 46 of Title 12 of the Colorado Revised Statutes. 3.2 beer may be consumed in open areas of Denver parks except as restricted in this policy and otherwise by law. The sale and service of 3.2 beer, or the service of 3.2 beer at non-private (i.e., public) events shall require, in addition to any permits specified under this Policy, a Special Event Liquor License issued by the appropriate governmental authority.

The phrase “Liquor License,” as used in this Policy, shall mean any permit or license issued by the Denver Department of Excise and License, the Colorado Department of Revenue, and/or other governmental authority as required by and in conformance with State laws and rules and regulations and Denver laws and rules and regulations regulating alcohol beverages and/or 3.2 beer. Any permit authorized or issued under this Policy shall not be effective for any non-private (i.e., public) event at which any alcohol beverage or 3.2 beer is served and/or sold and served unless and until the appropriate Liquor License has been issued and all requirements for the exercise of that Liquor License have been complied with. Any alcohol beverages and/or 3.2 beer must be served or sold and served, and consumed, at the location(s) on the premises as specified in the Liquor License and as further restricted by the permit issued by Parks and Recreation.

## **SECTION 1: FACILITIES AND PERMIT SITES WHERE ALCOHOL CONSUMPTION IS PROHIBITED OR RESTRICTED**

### Buildings

The consumption of alcohol beverages and 3.2 beer is prohibited in all Parks and Recreation buildings other than 1) buildings occupied by Concessionaires with concession licenses that specifically allow the sale, service and consumption of alcohol beverages and/or 3.2 beer on the licensed premises, and 2) buildings specifically identified as Event Facility Permit Sites in Section 2 below. Buildings where alcohol beverages and 3.2 beer are prohibited include, but is not limited to, recreation centers, senior centers, indoor or outdoor pools, and department offices.

### Parks and other outdoor public places

The consumption of alcohol beverages, other than 3.2 beer, is prohibited at **ALL** Parks and Recreation parks and other outdoor public places, including all permit sites, other than those specifically identified as Special Occasion Permit Sites, Festival Permit Sites, or Race/Walk Permit Sites in Section 2 below. Permits are required under all circumstances in order for alcohol beverages or 3.2 beer to be served or sold and served at these sites, and the consumption of alcohol beverages so served or sold shall be restricted as provided in this Policy and the issued permit. Permits that do not allow the consumption of alcohol beverages are also available for these and other sites.

**SECTION 2: PERMIT SITES DESIGNATED FOR CONDITIONAL CONSUMPTION OF ALCOHOL BEVERAGES**

The following permit sites are currently designated as sites allowing conditional service and consumption of alcohol beverages (see appropriate appendix for specific rules and regulations). A Special Occasions Permit, Festival Permit, Event Facility Permit or Race/Walk Permit, as appropriate, must be obtained from the Department of Parks and Recreation’s Permit Office for a listed site at which an event may result in the sale and service or service of allowed alcohol beverages and/or 3.2 beer.

Sites may be added to the Special Occasion, Event Facility or Festival permit site lists by the Manager of Parks and Recreation only if a request is received from a City Council member or the public and only after an open community process (which includes but is not limited to the Parks and Recreation Advisory Board and registered neighborhood organizations) is performed to introduce the potential new site and solicit feedback.

Special Occasion Permit Sites

- Centennial Gardens (through DBG)
- City Park (Flower Garden & Meadow)
- Confluence Park
- Skyline Park (South, Mid & North)
- Central Park – Stapleton (shelters)

Festival Permit Sites (allowing sale of alcohol)

- City Park
- Civic Center Park
- Confluence Park
- Creek Front Park
- Denver Performing Art Sculpture Park
- Skyline Park
- Sloan’s Lake Park \*
- Central Park - Stapleton

\* see Section 4 for limitations on this site

Event Facility Permit Sites

- Montclair Civic Building
- Chief Hosa Lodge
- Washington Park Boathouse \*
- City Park Pavilion
- Stapleton Central Park Pavilion

\* see Section 5 for limitations on this site

Race/Walk Permit Sites

- Bear Creek Park and Trail
- Berkely Park
- Bible Park
- Cheesman Park
- City of Cuernavaca Park
- City Park and Esplanade
- Civic Center Park
- Cherry Creek Trail
- Confluence Park
- Gates Crescent Park
- Red Rocks Park
- South Platte River Trail
- Washington Park
- Central Park - Stapleton

### **SECTION 3: CONDITIONS FOR SPECIAL OCCASION PERMITS**

Special Occasion Permits are issued solely for private events at which all attendees are present by invitation only. Anyone who wishes to serve alcohol beverages (which is strictly limited to beer, wine and champagne only) and/or 3.2 beer at a designated Special Occasion Permit site must complete an agreement form that stipulates the conditions under which the specified form of alcohol beverage may be served and consumed (Appendix A). No alcohol beverages or 3.2 beer may be sold under a Special Occasion Permit. The Special Occasion Permit holder must ensure that all the specified conditions are adhered to at the event. The Manager of Parks and Recreation reserves the right to decline an applicant's request for a Special Occasion Permit. All documentation (Permit application and Appendix A) must be signed and returned to the Department of Parks and Recreation's Permitting Office a minimum of 15 business days prior to the event. There is a ~~\$10~~-non-refundable application fee for all Special Occasion Permits

### **SECTION 4: CONDITIONS FOR FESTIVAL PERMITS WITH ALCOHOL**

Festival permits are available with and without the right to serve or sell and serve alcohol beverages and/or 3.2 beer. The Permitting Office should be contacted for information on sites available for Festivals without alcohol. Alcohol beverages to be served or sold and served are limited to beer, wine, champagne, and hard liquor that are served as mixed drinks in a prepackaged or premixed form (no "shots" of hard liquor nor mixing of drinks on site). Anyone who wishes to serve or sell and serve alcohol beverages or 3.2 beer at a designated Festival Permit site must complete an agreement form that stipulates the conditions under which alcohol beverages or 3.2 beer may be served or sold or served and consumed (Appendix C). The Festival Permit holder must ensure that all the specified conditions are adhered to at the event. The Manager of Parks and Recreation reserves the right to 1) decline an applicant's request for a Festival Permit, and 2) limit the number of Festival Permits issued per site.

\* Sloan's Lake is limited to two festivals per year. Sloan's Lake is also limited to the sale of beer and wine only (no pre-mixed, pre-packaged hard liquor).

All documentation (Permit application and Appendix C) must be signed and returned to the Department of Parks and Recreation's Permitting Office a minimum of 15 business days prior to the event. There is a ~~\$10~~-non-refundable application fee for all Festival Permits. Once a parks and recreation festival permit has been issued, the department and/or the event organizer will notify the City Council member within whose district the festival is proposed to take place.

A Special Event Liquor License **must** also be obtained from the Denver Department of Excise and License and the Colorado Department of Revenue in order to serve or sell and serve alcohol beverages and/or 3.2 beer under a Festival Permit.

## **SECTION 5: CONDITIONS FOR EVENT FACILITY PERMITS**

Event Facility Permits are issued solely for private events at which all attendees are present by invitation only. Anyone who wishes to serve alcohol beverages and/or 3.2 beer at a designated Event Facility Permit site must complete an agreement form that stipulates the conditions under which the specified form of alcohol beverage and/or 3.2 beer may be served and consumed (Appendix E). For all event facilities other than the Washington Park Boathouse, all alcohol beverages may be served including spirituous liquor (hard liquor), beer, wine, and champagne. Only beer, wine, and champagne may be served at the Washington Park Boathouse. No alcohol beverages or 3.2 beer may be sold under an Event Facility Permit. The Event Facility Permit holder must ensure that all the specified conditions are adhered to at the event. The Manager of Parks and Recreation reserves the right to decline an applicant's request for an Event Facility Permit. All documentation (Permit application and Appendix E) must be signed and returned to the Department of Parks and Recreation's Permitting Office a minimum of 15 business days prior to the event. For specifics relating to each facility, please see Department of Parks and Recreation's permitting office.

## **SECTION 6: CONDITIONS FOR RACE/WALK PERMITS**

Race/Walk permits are available with and without the right to sell or serve beer or 3.2 beer within a restricted area at the termination point of the race. Only beer and 3.2 beer may be served or sold and served. Anyone who wishes to serve or sell and serve beer or 3.2 beer at a race or walk must complete an agreement form that stipulates the conditions under which they may be served or sold and served and consumed (Appendix G). The Race/Walk Permit holder must ensure that all the specified conditions are adhered to at the event. The number of permits allowing the serving or selling of alcoholic beverages will be limited to a maximum of 2 per park per year. The Manager of Parks and Recreation reserves the right to decline an applicant's request for a Race/Walk Permit with alcohol.

All documentation (Permit application and Appendix G) must be signed and returned to the Department of Parks and Recreation's Permitting Office a minimum of 15 business days prior to the event. There is a ~~\$10~~ non-refundable application fee for all Race/Walk Permits. Once a parks and recreation Race/Walk permit with alcohol has been issued, the department and/or the event organizer will notify the City Council member within whose district the Race/Walk is proposed to take place.

A Special Event Liquor License **must** also be obtained from the Denver Department of Excise and License and the Colorado Department of Revenue in order to serve or sell and serve beer or 3.2 beer under a Race/Walk Permit.

## **SECTION 7: SPECIAL EVENT LIQUOR PERMITS**

Only a non-profit entity may qualify for a Special Event Liquor Permit. If the sponsor is a non-profit entity, it may apply directly for a Special Event Liquor Permit. If the sponsor is a for-profit entity, it may make arrangements with a non-profit entity to secure

a Special Event Liquor Permit to be used in conjunction with the event. The sponsor cannot engage in any agreement with the non-profit that provides for remuneration between it and the Special Event Liquor Permit holder. Any profits obtained from the sale of alcohol by the non-profit must be recognized by that entity and that entity only. If the non-profit gives away alcohol to attendees, the sponsor cannot in any way subsidize the cost of the alcohol. Every action between the Special Event Liquor Permit holder and the sponsor must remain separate and distinct. The Denver Department of Excise and License should be contacted for additional details on Special Event Liquor Permit requirements and restrictions.

This Alcohol Policy, as revised, has been duly adopted in accordance with the rule-making requirements of section 39-2 of the Denver Revised Municipal Code and is in accordance with the authority of the Manager of the Denver Department of Parks and Recreation under section 2.4.4 of the Denver City Charter.

This Alcohol Policy, as revised, is effective this 1st day of June, 2008.

In accordance with section 39-2(e), D.R.M.C., copies of this Alcohol Policy, as revised, were filed with the Denver Clerk and Recorder and the Denver City Attorney within seven (7) days of the effective date set out above, and a notice of the adoption of this Alcohol Policy was published in The Denver Daily Journal on the 6th day of June, 2008. The notice included a statement that a copy of the Alcohol Policy, as revised, is on file with the Manager of Parks and Recreation and is available for public inspection.

APPROVED AND ADOPTED:

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Scott Robson,  
Manager of Parks and Recreation

APPROVED FOR LEGALITY:

David R. Fine  
City Attorney

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Assistant City Attorney

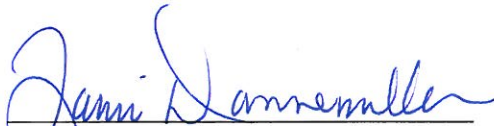


This Alcohol Policy, as revised, has been duly adopted in accordance with the rule-making requirements of section 39-2 of the Denver Revised Municipal Code and is in accordance with the authority of the Manager of the Denver Department of Parks and Recreation under section 2.4.4 of the Denver City Charter.

This Alcohol Policy was adopted on 1st day of June, 2008 and is effective, as revised, as of this 11<sup>th</sup> day of May, 2012.

In accordance with section 39-2(e), D.R.M.C., copies of this Alcohol Policy, as revised, were filed with the Denver Clerk and Recorder and the Denver City Attorney within seven (7) days of the effective date set out above, and a notice of the adoption of this Alcohol Policy was published in The Denver Daily Journal on the 18 day of MAY, 2012. The notice included a statement that a copy of the Alcohol Policy, as revised, is on file with the Manager of Parks and Recreation and is available for public inspection.

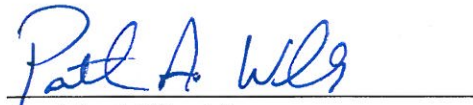
APPROVED AND ADOPTED:



Lauri Dannemiller,  
Manager of Parks and Recreation

APPROVED FOR LEGALITY:

Douglas J. Friednash  
City Attorney



Assistant City Attorney

**City and County of Denver  
DEPARTMENT OF PARKS + RECREATION**

**SPECIAL OCCASION PERMIT HOLDER AGREEMENT**

Name of Group/Permit Holder \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

**Certification:**

1. I have read and agree to the City and County of Denver-Department of Parks + Recreation Alcohol Policy, and I have read and agree to the requirement and conditions set fourth in Appendix B-Rules and Regulations for Special Occasion Permits.
2. I understand and agree that this Special Occasion Permit is good only for the following date \_\_\_\_\_ between the hours of \_\_\_\_\_ and \_\_\_\_\_ at the following Special Occasion Permit site \_\_\_\_\_.
3. I have received a map of the Special Occasion permit site and agree to limit the serving and consumption of allowed alcohol beverages and/or 3.2 beer to that area located with the Special Occasion Permit site boundaries.
4. I understand that if an infraction of the Policy occurs the City and County of Denver may issue a warning, revoke the current Special Occasion Permit, or suspend me or my organization from using Parks + Recreation facilities for a minimum period of one year.
5. I understand that I or my organization can be held liable for injuries and damage arising from failing to adhere to State and Local liquor laws or from otherwise failing to take action that will prevent foreseeable harm from occurring.
6. I understand that the City and County of Denver and other legal authorities can file criminal charges and/or civil administrative penalty notices for violations of applicable State or local laws, rules, regulations, permits, licenses, or orders.
7. I agree to satisfy and comply with the liability insurance requirements and indemnification as per Appendix B-Rules and Regulations for Special Occasion Permits of the Policy.
8. I hereby remit a damage deposit in the amount of \$ \_\_\_\_\_, as required under Appendix B-Rules and Regulations for Special Occasion Permits.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Office Use:**

Agreement Received by \_\_\_\_\_

(Signature of Parks + Recreation Representative)

**City and County of Denver  
DEPARTMENT OF PARKS + RECREATION**

**RULES AND REGULATIONS FOR SPECIAL OCCASION PERMITS**

1. The Special Occasion Permit Holder must be 21 years or older and must be in attendance at the event at all times.
2. The sale of alcohol beverages or 3.2 beer is strictly prohibited.
3. Only beer & wine (including champagne) may be served and consumed. Spirituous liquor (hard liquor) is strictly prohibited.
4. The Special Occasion Permit event must be a private event, by invitation only. The event must not be open to the public.
5. All completed documentation (Permit application and Appendix A), permit fees, and damage deposits must be returned to the Department of Parks + Recreation's Permitting Office a minimum of 15 business days prior to the event.
6. The Special Occasion Permit must be brought to the event and shown, upon request, to Denver Police Department, Parks + Recreation staff, or any other Federal, State, or Local law enforcement personnel.
7. Glass bottles and glass containers are allowed but only within Special Occasion Permit site.
8. A damage deposit is required for all Special Occasion Permits. An inspection of the permit site will be performed within 12 hours of the end time of the permit. All or a portion of the damage deposit will be kept if there is damage to the site or excessive clean-up is needed (including trash, broken glass, etc.) Permittee is also responsible for full payment to repair damage or perform excessive clean-up in excess of the damage deposits.
9. Special Occasion Permits are limited to 6 hours.
10. The serving and consumption of allowed alcohol beverages must be strictly contained within the Special Occasion permit site boundaries.
11. All State and Local liquor laws must be observed.
12. Liability Insurance Requirements and Indemnification:  
All Special Occasion Permit holders must, at the time the Special Occasion Permit is issued, produce proof that the following forms of coverage have been bound for the full term of the activity.
  - a. Carry public liability and property damage insurance with an insurer satisfactory to the City in an amount not less than one million dollars(\$1,000,000.00). This insurance shall list the City and County of Denver as an additional insured for the period of the activity stated on the Special Occasion Permit. This insurance endorsement shall also state that coverage will respond to all claims related to the Special Occasion Permit activity and shall not exclude participants.
  - b. Carry non-owned auto insurance coverage with an insurer satisfactory to the City in an amount not less than one million dollars (\$1,000,000.00). This form of insurance shall name the City and County of Denver as an additional insured for the period of the activity stated in the Special Occasion Permit.
  - c. The permit holder agrees to indemnify and save the City and County of Denver, its elected officials, public officials, and employees, harmless from all claims, damages, losses, and expenses which might arise as a result of this Special Occasion Permit event taking place.

City and County of Denver  
DEPARTMENT OF PARKS AND RECREATION

**FESTIVAL PERMIT HOLDER AGREEMENT**

Name of Group \_\_\_\_\_  
(Please Print)

Name of Contact Person \_\_\_\_\_  
(Please Print)

**Certification:**

1. I have read and agree to the City and County of Denver – Department of Parks and Recreation Alcohol Policy, and I have read and agree to the requirements and conditions set forth in Appendix D – Rules and Regulations for Festival Permits.
2. I understand and agree that this Festival Permit is good only for the following date(s): \_\_\_\_\_, between the hours of \_\_\_\_\_ and \_\_\_\_\_ (if applicable) at the following Festival Permit site: \_\_\_\_\_.
3. I understand that a Special Events License must be obtained from the appropriate legal authority in order to serve or to sell and serve allowed alcohol beverages and/or 3.2 beer at the Festival Permit event.
4. I understand that if an infraction of the Policy occurs, the City and County of Denver may issue a warning, revoke the current Festival Permit, or suspend me or my organization from using Parks and Recreation facilities for a minimum period of one year.
5. I understand that I or my organization can be held liable for injuries and damage arising from failing to adhere to State and Local liquor laws or from otherwise failing to take action that will prevent foreseeable harm from occurring.
6. I understand that the City and County of Denver and other legal authorities can file criminal charges and/or civil administrative penalty notices for violations of applicable State or local laws, rules, regulations, licenses, or orders.
7. I agree to satisfy and comply with the liability insurance requirements and indemnification as per Appendix D - Rules and Regulations for Festival Permits of the Policy.
8. I hereby remit a damage deposit in the amount of \$ \_\_\_\_\_, as required under Appendix D – Rules and Regulations for Festival Permits.

Please initial one:

\_\_\_\_ I will be selling/serving alcohol beverages      \_\_\_\_ I will not be selling/serving alcohol beverages

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Permit Holder)

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**Office Use**

**Agreement Received by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Signature of Parks and Recreation Representative)

City and County of Denver  
DEPARTMENT OF PARKS AND RECREATION

**RULES AND REGULATIONS FOR FESTIVAL PERMITS**

1. The Festival Permit Holder must be 21 years or older and he/she, or a specifically designated representative 21 years or older, must be in attendance at the event at all times. Names and contact information for the designated representative(s) must be provided to the Department of Parks and Recreation's Permitting Office a minimum of 15 business days prior to the event.
2. A Special Event Liquor License must be obtained from Excise and License and the Colorado Department of Revenue if alcohol beverages or 3.2 beer are to be sold and served.
3. Only beer, wine (including champagne), and pre-packaged or premixed spirituous liquor (hard liquor) may be sold, served and consumed.
4. The sale, serving and consumption of allowed alcohol beverages and 3.2 beer must be strictly contained within the Festival Permit site. Alcohol beverages or 3.2 beer may not be served for consumption in glass bottles or glass containers.
5. All completed documentation (Permit application and Appendix C), permit fees, site plans, and damage deposits must be returned to the Department of Parks and Recreation's Permitting Office a minimum of 15 business days prior to the event.
6. The Festival Permit must be brought to the event and shown, upon request, to Denver Police Department, Parks and Recreation staff, or any other Federal, State, or Local law enforcement personnel.
7. A damage deposit is required for all Festival Permits. An inspection of the permit site will be performed within 12 hours of the end time of the permit. All or a portion of the damage deposit will be kept if there is damage to the site or excessive clean-up is needed (including trash, broken glass, etc.) Permittee is also responsible for full payment to repair damage or perform excessive clean-up in excess of the damage deposit.
8. All State and Local liquor laws must be observed.
9. Liability Insurance Requirements and Indemnification  
All Festival Permit holders must, at the time the Festival Permit is issued, produce proof that the following forms of coverage have been bound for the full term of the activity:
  - a. Carry public liability and property damage insurance with an insurer satisfactory to the City in an amount not less than one million dollars (\$1,000,000.00). This insurance shall name the City and County of Denver as an additional insured for the period of the activity stated on the Festival permit. This insurance endorsement shall also state that coverage will respond to all claims related to the Festival Permit activity AND shall not exclude participants.
  - b. Carry non-owned auto insurance coverage with an insurer satisfactory to the City in an amount not less than one million dollars (\$1,000,000.00). This form of insurance shall name the City and County of Denver as an additional insured for the period of the activity stated in the facility permit.
  - c. The permit holder agrees to indemnify and save the City and County of Denver, its elected officials, public officials, and employees, harmless from all claims, damages, losses, and expenses which might arise as a result of this Festival Permit event taking place.

City and County of Denver  
DEPARTMENT OF PARKS + RECREATION

**EVENT FACILITY PERMIT HOLDER AGREEMENT**

Name of Group/Permit Holder \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

Certification:

1. I have read and agree to the City and County of Denver-Department of Parks + Recreation Alcohol Policy, and I have read and agree to the requirement and conditions set fourth in Appendix F-Rules and Regulations for Event Facility Permits.
2. I understand and agree that this Event Facility Permit is good only for the following date(s) \_\_\_\_\_ between the hours of \_\_\_\_\_ and \_\_\_\_\_ (if applicable) at the following Event Facility Permit site \_\_\_\_\_.
3. I have received a map of the Event Facility permit site and agree to limit the serving and consumption of allowed alcohol beverages and 3.2 beer to within the Event Facility Permit site.
4. I understand that if an infraction of the Policy occurs the City and County of Denver may issue a warning, revoke the current Event Facility permit, or suspend me or my organization from using Parks + Recreation facilities for a minimum period of one year.
5. I understand that I or my organization can be held liable for injuries and damage arising from failing to adhere to State and Local liquor laws or from otherwise failing to take action that will prevent foreseeable harm from occurring.
6. I understand that the City and County of Denver and other legal authorities can file criminal charges and/or civil administrative penalty notices for violations of applicable State or local laws, rules, regulations, licenses, or orders.
7. I agree to satisfy and comply with the liability insurance requirements and indemnification as per Appendix F-Rules and Regulations for Event Facility Permits of the Policy.
8. I hereby remit a damage deposit in the amount of \$ \_\_\_\_\_, as required under Appendix F Rules and Regulations for Event Facility Permits.

I will be serving the following types of alcohol beverages: \_\_\_\_\_.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**Office Use:**

Agreement Received by \_\_\_\_\_

(Signature of Parks + Recreation Representative)

**City and County of Denver**  
**DEPARTMENT OF PARKS + RECREATION**

**RULES AND REGULATIONS FOR EVENT FACILITY PERMITS**

1. The Event Facility Permit Holder must be 21 years or older and he/she, or a specifically designated representative 21 years or older, must be in attendance at the event at all times. Names and contact information for the designated representative(s) must be provided to the Department of Parks + Recreation's Permitting Office a minimum of 15 business days prior to the event.
2. The sale of alcohol beverages or 3.2 beer is strictly prohibited
3. Beer, wine (including champagne), and spirituous liquor (hard liquor) may be served and consumed, as authorized by the Permit.
4. The Event Facility Permit event must be a private event, by invitation only. The event must not be open to the public.
5. The serving and consumption of alcohol beverages or 3.2 beer is ONLY allowed within the Event Facility site as identified on the Event Facility map (attached).
6. All completed documentation (Permit application and Appendix E), permit fees, and damage deposits must be returned to the Department of Parks + Recreation's Permitting Office a minimum of 15 business days prior to the event.
7. The Event Facility Permit must be brought to the event and shown, upon request, to Denver Police Department, Parks + Recreation staff, or any other Federal, State, or Local law enforcement personnel
8. Glass bottles and glass containers are allowed but only within the Event Facility Permit site.
9. A damage deposit is required for all Event Facility Permits. An inspection of the permit site will be performed within 12 hours of the end time of the permit. All or a portion of the damage deposit will be kept if there is damage to the site or excessive clean-up is needed (including trash, broken glass, etc) Permittee is also responsible for full payment to repair damage or perform excessive clean-up of the damage deposit.
10. The serving of allowed alcohol beverages or 3.2 beer must stop ½ hour prior to the Event Facility Permit ending time.
11. All State and Local liquor laws must be observed.
12. Liability Insurance Requirements and Indemnification:

All Event Facility Permit holders must, at the time the Event Facility Permit is issued, produce proof that the following forms of coverage have been bound for the full term of the activity.

  - a. Carry public liability and property damage insurance with an insurer satisfactory to the City in an amount not less than one million dollars (\$1,000,000.00). This insurance shall list the City and County of Denver as an additional insured for the period of the activity stated on the Event Facility Permit. This insurance endorsement shall also state that coverage will respond to all claims related to the Event Facility Permit activity and shall not exclude participants.
  - a. Carry non-owned auto insurance coverage with an insurer satisfactory to the City in an amount not less than one million dollars (\$1,000,000.00). This form of insurance shall name the City and County of Denver as an additional insured for the period of the activity stated in the Event Facility Permit.
  - b. The permit holder agrees to indemnify and save the City and County of Denver, its elected officials, public officials, and employees, harmless from all claims, damages, losses, and expenses which might arise as a result of this Event Facility permit event taking place.

***APPENDIX F***

**City and County of Denver  
DEPARTMENT OF PARKS + RECREATION**

**RACE/WALK PERMIT HOLDER AGREEMENT**

Name of Group/Permit Holder \_\_\_\_\_

Name of Contact Person \_\_\_\_\_

**Certification:**

1. I have read and agree to the City and County of Denver-Department of Parks + Recreation Alcohol Policy, and I have read and agree to the requirement and conditions set fourth in Appendix H-Rules and Regulations for Race/Walk Permits.
2. I understand and agree that this Race/Walk Permit is good only for the following date(s) \_\_\_\_\_ between the hours of \_\_\_\_\_ and \_\_\_\_\_ (if applicable) at the following Race/Walk Permit site \_\_\_\_\_.
3. I understand that a Special Events License must be obtained from the appropriate legal authority in order to serve or to sell and serve beer and/or 3.2 beer at the Race/Walk Permit event.
4. I understand that if an infraction of the Policy occurs, the City and County of Denver may issue a warning, revoke the current Race/Walk permit, or suspend me or my organization from using Parks and Recreation facilities for a minimum period of one year.
5. I understand that I or my organization can be held liable for injuries and damage arising from failing to adhere to State and Local liquor laws or from otherwise failing to take action that will prevent foreseeable harm from occurring.
6. I understand that the City and County of Denver and other legal authorities can file criminal charges and/or civil administrative penalty notices for violations of applicable State or local laws, rules, regulations, licenses, or orders.
7. I agree to satisfy and comply with the liability insurance requirements and indemnification as per Appendix H rules and Regulations for Race/Walk Permits of the Policy.
8. I hereby remit a damage deposit in the amount of \$ \_\_\_\_\_, as required under Appendix H-Rules and Regulations for Race/Walk Permits.

\_\_\_\_ I will be selling/will not be selling beer or 3.2 beer at the Race/Walk Permit event. (circle one)

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
(Permit Holder)

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**Office Use:**  
Agreement Received by \_\_\_\_\_  
(Signature of Parks + Recreation Representative)



**City and County of Denver  
DEPARTMENT OF PARKS + RECREATION**

**RULES AND REGULATIONS FOR RACE/WALK PERMITS**

1. The Race/Walk Permit Holder must be 21 years or older and must be in attendance at the event at all times.
2. The sale and/or serving of alcohol beverages is limited to beer and 3.2 beer. The sale and/or serving of any other alcohol beverages is strictly prohibited.
3. If beer or 3.2 beer is to be sold or served, a Special Event Liquor License **must** also be obtained from the Denver Department of Excise and License and the Colorado Department of Revenue.
4. The sale and/or serving of beer and/or 3.2 beer must be restricted to a specific area at the termination point of the race. This area must be surrounded by a physical barrier and security provided to ensure that consumption of alcoholic beverages is exclusively within the contained area. (Please contact the Denver Department of Excise and License for additional restrictions and requirements).
5. A detailed site map must be provided to the Parks + Recreation Permitting Office identifying the designated service area. Parks + Recreation reserve the right to deny or request modification to the proposed service area.
6. All completed documentation (Permit application and Appendix G), permit fees, and damage deposits must be submitted to the Department of Parks + Recreation's Permitting Office a minimum of 15 business days prior to the event.
7. The Race/Walk Permit must be brought to the event and shown, upon request, to Denver Police Department, Parks + Recreation staff, or any other Federal, State, or Local law enforcement personnel.
8. Glass bottles and glass containers are strictly prohibited.
9. A damage deposit is required for all Race/Walk Permits. An inspection of the permit site will be performed within 12 hours of the end time of the permit. All or a portion of the damage deposit will be kept if there is damage to the site or excessive clean-up is needed (including trash, broken glass, etc) Permittee is also responsible for full payment to repair damage or perform excessive clean-up of the damage deposit.
10. All State, Local liquor laws must be observed.
11. Liability Insurance Requirements and Indemnification:
  - All Race/Walk permit holders must, at the time the Race/Walk permit is issued, produce proof that the following forms of coverage have been bound for the full term of the activity.
  - a. Carry public liability and property damage insurance with an insurer satisfactory to the City in an amount not less than one million dollars(\$1,000,000.00). This insurance shall list the City and County of Denver as an additional insured for the period of the activity stated on the Race/Walk Permit. This insurance endorsement shall also state that coverage will respond to all claims related to the Race/Walk Permit activity and shall not exclude participants.
  - b. Carry non-owned auto insurance coverage with an insurer satisfactory to the City in an amount not less than one million dollars (\$1,000,000.00). This form of insurance shall name the City and County of Denver as an additional insured for the period of the activity stated in the Race/Walk Permit.
  - c. The permit holder agrees to indemnify and save the City and County of Denver, its elected officials, public officials, and employees, harmless from all claims, damages, losses, and expenses which might arise as a result of this Race/Walk Permit event taking place.