

**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT  
&  
MILWAUKIE CENTER**

**ALCOHOLIC BEVERAGE PERMIT**

**PROOF OF ALCOHOL LIABILITY INSURANCE REQUIRED FOR ALL ALCOHOL**

Name of Group: \_\_\_\_\_ Person Supervising: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/Zip Code: \_\_\_\_\_ Drivers License # \_\_\_\_\_

Beverages Being Served: \_\_\_\_\_

**RENTER IS RESPONSIBLE FOR OBTAINING LICENSES/PERMIT(S) REQUIRED FOR ALCOHOL USE.**

North Clackamas Parks & Recreation District (NCPRD) as well as the City of Milwaukie requires a permit for consumption of alcoholic beverages. The permit fee is **\$175** and is ***non-refundable***. There is a four hour maximum time limit for alcohol consumption and it must be served only when substantial food is also available. The renter must note on the application the four hour time period that alcohol is being served. A Security Deposit is also required in the amount of **\$300** and is fully refundable minus any cleaning, repairs or replacement of equipment. When there is alcohol use at any event, NCPRD requires the renter to provide a certificate of insurance naming ***NCPRD as additionally insured*** with the following minimum coverage: \$500,000 liability, \$100,000 personal injury and \$25,000 property damage. NCPRD is not responsible for any accidents, injury, illness or loss of group or individual property. All groups and individuals using the facility will take appropriate measures to protect and indemnify NCPRD, its elected and appointed officials, and employees against any and all claims for such occurrences as a result of persons attending any function at the facility. NCPRD may require renters, at their own expense, to provide OLCC licensed servers, retain state certified security officers approved by NCPRD, post a bond or meet other special conditions.

I understand that I am responsible for the conduct of all participants at the above described activity and all consumption of beverages must be contained in rental area. I hereby agree to be responsible for the safekeeping of the facilities and equipment used for this activity and for the payment of all charges. I further agree that the property will be used in accordance with standards established by NCPRD. The information given above is true to the best of my knowledge.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

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NON - REFUNDABLE Alcohol Permit Fee: **\$175.00** Security Deposit for Alcohol Permit **\$300.00**  
Security Service fee: **\$400.00** \_\_\_\_\_ Date paid: \_\_\_\_\_

**PERMIT CONDITIONS:** INSURANCE \_\_\_\_\_ DEPOSIT \_\_\_\_\_ SECURITY \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Example of Alcohol Liability Insurance Certificate)

**SAMPLE COMPANY INSURANCE**

\_\_\_\_\_  
I the company City and State  
**John Doe**  
\_\_\_\_\_  
(Name of Insurance Holder)

E-4158

\_\_\_\_\_  
Agent

Date of Event June 2010 \* HOST LIQUOR

<b>PART I</b>		<b>CERTIFICATE AS TO EVIDENCE OF INSURANCE</b>		<input checked="" type="checkbox"/> APPLICABLE
				<input type="checkbox"/> NOT APPLICABLE
THIS IS NOT AN INSURANCE POLICY. THIS IS ONLY A VERIFICATION OF INSURANCE. IT DOES NOT IN ANY WAY AMEND, EXTEND OR ALTER THE COVERAGE PROVIDED BY THE POLICIES LISTED BELOW.				
	<b>COVERAGE IS INDICATED BY AN "X"</b>	<b>LIMITS OF LIABILITY</b>		
X	Bodily Injury & Property Damage Liability	\$500,000 each occurrence		
Location of Property or Equipment	MILWAUKIE CENTER 5440 SE KELLOGG CREEK DRIVE MILWAUKIE, OR 97222			
	Umbrella Liability	\$ 250,000	retained limit	
POLICY NUMBER		\$1,000,000	each occurrence	
		\$1,000,000	aggregate	
Description of Equipment	<b>YEAR AND TRADE NAME</b>	LAST 3 DIGITS SHOWN		

This certificate is subject to all of the terms, conditions and limitations set forth in the policy (ies) and endorsements attached to it. It is furnished as a matter of information only and does not change, modify or extend the policy in any way. It supersedes all previously issued certificates.

<b>PART II</b>		<b>ADDITIONAL INSURED ENDORSEMENT</b>		<input checked="" type="checkbox"/> APPLICABLE
				<input type="checkbox"/> NOT APPLICABLE
We agree with you that the additional insured named below is covered for Bodily Injury and Property Damage Liability arising from acts or omissions of the <b>insured</b> or <b>insured person</b> as owner or who has care, custody or control of the insured property or equipment described above.				
The coverage provided by this endorsement will not apply to:				
a. liability arising out of the negligence of the additional insured named below, its agents or employees				
or				
b. any defect of material, design or workmanship in any property or equipment				
The additional insured shall not be construed or deemed to be a subscriber to the Company issuing this policy.				
The additional insured shall not be or become liable for any premium payments due upon this policy				
The insurance afforded by the policy described above is subject to all terms of the policy and any endorsements attached to it. This endorsement does not increase the limits of the policy.				

Upon cancellation or termination of this policy or policies from any cause we will mail N/A days notice in writing to the other interest shown below:

**Additional Insured:** **NORTH CLACKAMAS PARKS & RECREATION DISTRICT**  
**THE MILWAUKIE CENTER**  
**5440 SE KELLOGG CREEK DR**  
**MILWAUKIE, OR 97222**