



SANDY BIRDYSHAW  
TOWN CLERK  
733.3932 EXT.1113

June 2016

***RE: Catering Permits to serve Alcohol***

Dear Catering Permit Applicant:

Please find the following three documents:

1. Instructions on how to obtain a catering permit
2. List of local establishments that are licensed retail liquor dealers
3. Catering permit application form. This form must be submitted to the Town Hall at least 72 business hours before the date of the event.

Please feel free to call me if you have any further questions.

Sincerely,

Sandy Birdyshaw  
Town Clerk



## HOW TO OBTAIN A CATERING PERMIT TO SERVE ALCOHOL:

- **Please Note!** NRW DOO RRWBHBUWLTFRULLFHQVKROGHPDA DJUHMWRVKMH  
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  - Fill out a catering permit application with the DOOR required information.
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  - The æ] ]|â&æcâ [ } may à^Áfax^á to the Town of Jackson at 307-739-0919 or dropped off at the Town Hall front desk at 150 East Pearl Avenue.ÁÁ
  - The Town will process the permit application and call the event contact personÁ , @^}ÁäcÁá•Á  
 !^æá^ . The catering permit may be picked up at Town Hall upon receipt of cash or check payable to the Town of Jackson in the amount of \$20.00 per 24Èhour period.Á
- Á Please note that æÁ24Èhour period runs from 12:01 am to midnight, so if your event  
 Á starts before, and ends after midnight, it will count as two 24-hour periods and the  
 Á permit fee , [ ~|áá^ \$40.00.
- Please submit the permit application at least 72 business hours before the date of the event.
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**All catering permit holders are responsible** for abiding by all applicable alcohol dispensing regulations. These regulations include, but are not limited to, the following:

- Precaution to ensure that minors are not served.
- Complimentary alcohol is not to be set out for self-service.
- Regulation of consumption amounts with no service to obviously intoxicated persons.
- Consumption of alcohol is for on-premises only.

**TOWN OF JACKSON RETAIL AND RESORT LIQUOR LICENSES**

as of June 2016

| Type   | License Holder                       | DBA                              | Phone Number   |
|--------|--------------------------------------|----------------------------------|----------------|
| Retail | CRU LLC                              | BIN 22                           | (307) 739-9463 |
| Retail | LAWRENCE B HARTNETT                  | BUD'S EASTSIDE LIQUOR            | (307) 733-1181 |
| Retail | BOCHICCHIO INC                       | CREEKSIDE MARKET & DELI          | (307) 733-7926 |
| Retail | HOTEL JH LLC                         | HOTEL JACKSON                    | (307) 733-2200 |
| Retail | WYOMING GROCER LLC                   | JACKSON WHOLE GROCER             | (307) 733-0450 |
| Retail | JACKSON LIQUORS LLC                  | KJ'S PHILLIPS 66                 | (307) 733-4666 |
| Retail | TASTEBUDS LLC                        | LIFT JACKSON HOLE                | (307) 733-5438 |
| Retail | LFM JACKSON LLC                      | LUCKY'S MARKET                   | (307) 264-1633 |
| Retail | THE COWBOY GROUP INC                 | MILLION DOLLAR COWBOY BAR        | (307) 733-2207 |
| Retail | ANVIL HOTEL PARTNERS LLC             | NANI'S GENUINE PASTA HOUSE       | (307) 733-3668 |
| Retail | PLAZA LIQUOR LLC                     | PLAZA LIQUOR                     | (307) 733-8888 |
| Resort | JOHNSON RESORT PROPERTIES            | RUSTIC INN                       | (307) 739-8799 |
| Retail | NEB LLC                              | SIDEWINDERS                      | (307) 734-5766 |
| Retail | THE SILVER DOLLAR INC                | SILVER DOLLAR BAR                | (307) 733-2190 |
| Retail | SMITH'S FOOD & DRUG CENTERS INC      | SMITH'S FOOD & DRUG #184         | (307) 733-8908 |
| Retail | SNAKE RIVER CORPORATION              | SNAKE RIVER GRILL                | (307) 733-0557 |
| Resort | SNOW KING MOUNTAIN RECREATION LLC    | SNOW KING MOUNTAIN RESORT        | (307) 201-5464 |
| Resort | BENCHMARK HOSPITALITY OF WYOMING INC | SNOW KING RESORT                 | (307) 733-5200 |
| Resort | CENTER MANAGEMENT INC                | SNOW KING SPORTS & EVENTS CENTER | (307) 201-1633 |
| Retail | LIQUOR STORE OF JACKSON HOLE INC     | THE LIQUOR STORE                 | (307) 733-4466 |
| Resort | ALL SUITE DEVELOPMENT                | THE LODGE AT JACKSON HOLE        | (307) 739-9703 |
| Retail | PINK GARTER LLC                      | THE ROSE                         | (307) 733-1500 |
| Retail | THE MATTHEIS COMPANY                 | TOWN SQUARE TAVERN               | (307) 733-3886 |
| Retail | FLAT CREEK DEVELOPMENT COMPANY       | VIRGINIAN TAVERN                 | (307) 733-2792 |
| Retail | VFJH LLC                             | VOM FASS OF JACKSON HOLE         | (307) 734-1535 |



# TOWN OF JACKSON CATERING PERMIT APPLICATION

Date Paid \_\_\_\_\_

Fee \$ \_\_\_\_\_

(Note: The fee is \$20 per day (for each 24-hour period). If alcohol service runs past 12:00 midnight, then it will be counted as two days, and the fee is \$40.)

**Wyoming State Statute 12-4-502(b):** A catering permit authorizing the sale of alcoholic and malt beverages may be issued by the appropriate licensing authority to any person holding a retail or resort retail liquor license authorizing the off-premises sale of both alcoholic and malt beverages, for sales at meetings, conventions, private parties and dinners or at other similar gatherings not capable of being held within the licensee's licensed premises. No licensee holding a catering permit shall sell or permit consumption of any alcoholic or malt beverage off the premises described in the permit. Notwithstanding this subsection, closed-container items sold at auction for the benefit of a nonprofit organization may be taken off-premises.

Catering Permits will be processed and issued upon payment to the Town of Jackson. Submit applications **at least 72 business hours before the date of the event** to: Jackson Town Hall, 150 East Pearl Avenue, PO Box 1687, Jackson, WY 83001 or fax to 307-739-0919. For further information, please call (307) 733-3932 ext. 1113.

**NAME OF RETAIL/RESORT LIQUOR LICENSEE:** \_\_\_\_\_

Name of Event Sponsor: \_\_\_\_\_

Sponsor Contact Name and Phone Number: \_\_\_\_\_

Name / Purpose of Event: \_\_\_\_\_

Date(s) of Event: \_\_\_\_\_

Hours of Alcohol Service and Consumption: \_\_\_\_\_

Event Premises (Business name **AND** physical address): \_\_\_\_\_

Current Use of Event Premises: \_\_\_\_\_

Anticipated Number of Attendees at the Event at Any Given Time: \_\_\_\_\_

Event Sponsor represents that this event is an authorized use of the Event Premises:

\_\_\_\_\_ (signature) \_\_\_\_\_ (printed name)

**AUTHORIZED SIGNATURE OF RETAIL OR RESORT LIQUOR LICENSEE:**

As the holder of the retail or resort liquor license, I understand that **1 )** my business is responsible for compliance with all applicable state and local liquor laws/ordinances at this event, including, for example, no service to any person under 21 years of age or who is obviously intoxicated, not selling or permitting consumption off of the described event premises, and all sales and consumption shall occur within the permitted hours, and **2 ) MY RETAIL/RESORT LICENSE COULD BE SUSPENDED, REVOKED OR DENIED RENEWAL FOR ANY SUCH VIOLATIONS AT THIS EVENT.**

**Signature:** \_\_\_\_\_

**Printed Name of Individual Signing:** \_\_\_\_\_