CITY OF RIALTO
RECREATION & COMMUNITY SERVICES DEPARTMENT
Facility Alcohol Use Request Application

Rialto Recreation

The Facility Alcohol Request Application is required to be submitted to your requested facility, Rialto Senior Center, Rialto Community Center, or Jack Simonson Center, at least 60 calendar days prior to the request date by persons 21 years of age or older. **This is a request only.**

STEP 1: APPLICANT CONTACT INFORMATION

Organization (if applicable): _____ Non-profit #: _____

Applicant: _____

Date of Birth: _____ California Driver's License #: _____

Address: _____ City: _____ Zip: _____

Day Phone: _____ Alternate Phone: _____ Email: _____

Alternate Contact: _____ Day Phone: _____ Alternate Phone: _____

STEP 2: FACILITY REQUEST

Facility: _____ Room: _____

Day of Week_____ Month _____ Date_____ Yr_____

Start Time _____ am/pm End Time _____ am/pm (including setup and clean up)

Activity: _____

Expected Attendance #: _____ Adults: _____ Minors: _____

Type of Use - Check one:

- ❑ Served and sold
- ❑ Served only
- ❑ Toast only

Time Alcohol Will Be Served: Start Time _____ am/pm End Time _____ am/pm

(Max. 4 hours service allowed and not served past 10:00 pm)

Caterer Name: _____

ABC Permit #: _____

- ❑ Verified by _____
- ❑ Verified by _____
- ❑ Verified by _____

STEP 3: APPLICANT CONFIRMATION

I have read and understand the City of Rialto Recreation and Community Services Facility Alcohol Use Rules and Regulations.

_____ _____

Applicant Signature Date

STEP 4: POLICE DEPARTMENT REVIEW

The Above Application Has Been Approved : ❑ Yes ❑ No

_____ _____ _____

Police Department Rep. (Print Name) Signature Date

# of Officers Required: _____ Start Time _____ am/pm End Time _____ am/pm

Hours: _____ @ $_____ Per Hour x #_____ Of Officers = $_____

Hours: _____ @ $_____ Per Hour x #_____ Of Officers = $_____

Total Estimated Security Fees: $_____

Staff Comments: _____

CITY OF RIALTO
RECREATION & COMMUNITY SERVICES DEPARTMENT
FACILITY RESERVATION ALCOHOL USE RULES AND REGULATIONS

Alcohol use is welcome for the convenience of persons 21 years of age and above at Rialto Recreation Facilities.
Alcohol use requires a minimal fee, security/damage deposit, licenses and permits, insurance, and security.
Only a licensed Caterer or Bar Service that is approved by the City may serve alcohol.
The distribution and consumption of alcoholic beverages shall be in compliance with all applicable laws, including Alcoholic Beverage Control Commission regulations.

Please refer to the following Alcohol Use Requirements for Rialto Recreation facilities.

A. APPLICANT/RENTER RESPONSIBILITY

1. $50 Non-refundable Administrative Fee._____
2. Alcohol supplementary refundable damage/ cleaning deposit of $500._____
3. Uniformed Police Officers (minimum of two) are required for a minimum of two hours and the applicant is responsible for all costs designated by the Police Department._____
4. It is prohibited to serve alcoholic beverages to any person under the age of 21._____
5. Serving/selling is allowed for a maximum of 4 hours. Service is required to end one hour prior to the end of the event and may not be served later than 10:00 pm. Applicant will forfeit the alcohol damage deposit if alcohol use is not in accordance to state and/or City requirements._____
6. Applicant is required to remove all alcoholic beverages and empty containers immediately following the event._____
7. Loitering is strictly prohibited in the facility and in parking lot areas after the rental permitted time._____
8. Complete and turn in a Facility Reservation Application form to the facility._____
9. Confirm and sign the Facility Permit, Facility Reservation Rules and Regulations and Facility Reservation Alcohol Use Rules and Regulations verifying event time, date and room(s). _____
10. Complete and return Alcohol Permit Application to the facility 60 calendar days prior to the event date. Applicants are required to be 21 years of age or older._____
11. Complete and return the City of Rialto Police Department request for security 60 days prior to event._____

B. ALCOHOL USE REQUIREMENTS

1. Beer, wine, champagne, and distilled spirits may be served._____
2. All alcoholic beverages are required to be served, sold, and consumed inside the contracted room. _____
3. Alcohol possession and consumption are strictly prohibited in the patios, hallways, restrooms and parking lots._____
4. Alcohol is only permitted on Fridays, Saturdays, Sundays, and Holidays._____

C. CATERERS/BAR SERVICE COMPANY REQUIREMENTS

1. Supply current required permits, licenses, certificates and insurance 1 month prior to reservation date._____
2. Caterer is responsible to obtain all required permits, licenses and insurance relating to distribution and consumption of alcoholic beverages._____
3. Alcohol must be served in and consumed from clear plastic cups._____
4. Alcohol bottles may only be opened in the kitchen or behind the bar. (No bottles allowed on tables or in public areas)._____

D. CITY SERVICE RESPONSIBILITY

1. Alcohol Permit Applications will be reviewed on a case-by-case basis and approved or denied by Recreation and Community Services staff._____
2. City and Police Department staff will determine event risks and insurance costs._____
3. The City may place restriction on alcohol use due to State/Federal Law and City Ordinance requirements._____
4. City and Police Department staff will be visible and will monitor all areas during the event._____

Applicants shall be bound by all rules and regulations and all applicable ordinances of the City of Rialto. The violation of any of the above Rules and Regulations or falsifying any of the provisions of the application shall constitute grounds for immediate revocation of permission to use City facilities, loss of all previously paid fees, and shall constitute grounds for refusal of future permits to use City facilities. The applicant shall be liable for loss, damage or injury sustained by the City or any person whatsoever by reason of negligence of the persons to whom such permit is issued or event participants. Applicant agrees to hold harmless and indemnify the City of Rialto from any and all liability for injury to persons or property occurring as a result of the activity sponsored by the applicant. Said persons shall be liable to the City for any and all damage to parks, facilities and buildings owned by the City which results from the activity of the applicant or is caused by any participant in said activity or spectator at said activity.
I have read, understand and agree to adhere to all the above Facility Reservation Rules and Regulations.

_____ _____
Applicant Signature **Date**