



City of Burley Alcohol Beverage Catering Permit

Complete this permit and present to the Cassia County Sheriff and City of Burley Fire Chief for their approval, before remitting with PAYMENT to the City Clerk's Office, 1401 Overland Ave, Burley, ID 83318. **Submit application at least 7 working days prior to the event.**

PLEASE PRINT THE INFORMATION BELOW

Alcohol Licensee Holder _____
(Business name as listed on Idaho State Alcohol License)

Address _____ City _____ County _____

Idaho State Alcohol License No _____ Expires _____
(If applicant does not hold an alcohol beverage license with the City of Burley, a copy of their Idaho State Alcohol Beverage License must be provided with the application.)

Permit to be used: Month _____ Day _____ Year _____ Hours _____

Location _____ Beer Wine Liquor *(includes all alcoholic beverages)*
(Premises, Rooms, Suites, Address)

Catering for _____
(Type of Event: Private Party, Convention, Wedding Reception, Festival, etc.)

Name of party or convention sponsoring the event _____
Expected attendance at the event _____

Alcohol Inside (dispensed and consumed inside a building)

Alcohol Outside (dispensed and consumed outside a building)

Attach a detailed site plan of the area to be used in relation to adjacent properties, show location of dispensing area (beer garden)

Responsible Licensee Signature _____

Official Title _____

Date _____ Email Address _____

Contact Phone Number _____

This sponsored event will be open to the name organization(s), group(s), or person(s) and guest for a period of ____ days, not to exceed five (5) consecutive days at a fee of twenty dollars (\$20.00) per day.

Unless licensee is disqualified, approval of this permit does certify that the licensee is entitled to hold and use this Idaho Liquor Catering Permit at the above-designated premises, subject to provisions of Title 23.

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Cassia County Sheriff _____	Date _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	City of Burley Fire Chief _____	Date _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	City of Burley City Clerk _____	Date _____

Fee Paid _____ Receipt No _____ Date _____



City of Burley Alcohol Beverage Catering Permit Instructions

- Complete application fully
- Attach a copy of current State Liquor License if not licensed with the City of Burley
- Attach a detailed site plan of the area alcohol will be served
- Obtain the approvals and signatures of the Cassia County Sheriff, City of Burley Fire Chief, and the City of Burley Clerk
- Pay the fee at the clerk's office

If you have any questions contact the City Clerk, Ellen Maier.

City of Burley
City Hall
1401 Overland Ave
Burley, ID 83318
(208) 878-2224

City of Burley
Fire Station
1235 Miller Ave
Burley, ID 83318
(208) 878-7371

Cassia County
Sheriff's Office
129 E 14th St
Burley, ID 83318
(208) 878-2251