



Carl Larkerbrink, City Collector  
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 102-A South Holden St. — Warrensburg, MO 64093  
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**Temporary Caterers Application**

**Fee: \$15.00**

**48 HOURS WRITTEN NOTICE REQUIRED FOR ALL CATERING EVENTS**

State Catering Application: <http://www.atc.dps.mo.gov/>

**Applicant Organization Information**

Date of Application:	Catering Date: (not to exceed 3 days)
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Event Sponsored By:

Physical Address of Catering Location: (with written permission from the property owner of the location)

Start & End Times of Event:  
 From: \_\_\_\_\_ To: \_\_\_\_\_

Legal Name of Entity:	E-mail Address:
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Doing Business As:	Business Phone #:
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Physical Location Address:

City – State – Zip Code:

**Managing Officer Information**

Last Name:	First Name:	Middle Initial:
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Current Address:	Home Phone #:
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City – State – Zip Code:

CITY INFORMATION	License#:			
	Amount Paid:	\$	Date Paid:	

Approval by State Required?: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Approval Obtained?: Yes: \_\_\_\_\_ No: \_\_\_\_\_

**48 hours written notice for all catering applications.**  
**License may be denied if guidelines for submissions are not met.**  
**License will be issued upon approved State liquor license documentation.**  
**No catering event hereunder may be open to premises which are open or accessible to the public during the duration of the catering event.**  
**No catering license, temporary or annual, shall be lawfully used for events open to the general public.**

**Affidavit (must be Notarized) Notary available at City Hall**

The applicant understands that false answers are grounds for denial of a license.  
 The applicant understands that if any statements or answers made herein are untrue and the license herein applied for is granted, such license may be revoked or suspended.  
 All license applicants must provide a copy of their approved Missouri State Liquor license in order to approve/process the local licenses.  
**No license will be issued and the establishment must not sell alcohol until State approval documentation is provided to the City.**

This license is for use in connection with the operation of a business located at \_\_\_\_\_, Warrensburg, Missouri, and known as \_\_\_\_\_. The undersigned is (a General Partner) and/or (the Managing Officer) of the license.

The license covenants to fully comply with all the provisions of the City Ordinances, as amended, pertaining to Liquor Licenses. The undersigned states that he/she is a United States Citizen, a Qualified Voter and Taxpaying Citizen, and is not currently obligated in any way to the City of Warrensburg.

Signature of Owner, Managing Officer, or Partner:	Date:	Signature of Partner:	Date:
Signature of Partner: (if there are more than one)	Date:	Signature of Partner: (if there are more than one)	Date:

**NOTARY INFORMATION**

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, appeared before me \_\_\_\_\_, to me personally known, and who did, upon their oath swear and affirm that they executed the above and foregoing document as their free act and deed, and that all information contained therein is true and complete to their best knowledge and belief.

Notary Public Embosser or Black Ink Rubber Stamp	State of _____		County _____
	Subscribed and Sworn Before Me, This Day of _____ Year _____		
	Notary Public Signature	My Commission Expires	<b><u>Use Rubber Stamp in Area Below</u></b>
	Notary Public Name (typed or printed)		

**Sec. 3-1. Definitions.**  
*Catering business* shall mean any business involving the provision and/or service of food and/or beverages for a private occasion, function or event whether prepared on the premises of the occasion, function or event or not.  
*Catering event* shall mean any occasion, function or event which involves the provision and/or service of food and/or beverages for a period of time not to exceed twenty-four (24) consecutive hours.

**Sec. 3-32. Sale of intoxicating liquor by the drink.**  
**(d) Temporary location for liquor by the drink and caterers license.**  
 (1) The city collector shall, upon approval of the city manager or their designee, issue a temporary permit to caterers who hold licenses to sell intoxicating liquor by the drink at retail for consumption on the premises pursuant to the provisions of this chapter, or to persons operating a catering business who hold a license to sell intoxicating liquor by the drink at retail for consumption on their premises issued by another municipality or county government, who furnish provisions and service for use at a particular function, occasion or event at a particular location other than their primary business location whether licensed under this chapter or not, but not including a "festival" as defined in RSMo Chap. 316. The temporary permit shall be effective for period not to exceed twenty-four (24) consecutive hours, and shall authorize the service of alcoholic beverages at such function, occasion or event during the otherwise lawful hours for service of alcoholic beverages.  
 (2) All other applicable provisions of state law and municipal ordinance shall apply to the use of any temporary permit hereunder. Such a temporary permit shall include the sale of packaged alcoholic beverages for consumption off the premises.  
 (3) No temporary license hereunder or caterer's privilege hereunder may be used at any location that has otherwise been issued a liquor license under this chapter.  
 (f) *Compliance with laws.* All other provisions of state law and municipal ordinance shall apply to all catering events hereunder. No catering event hereunder may be open to premises which are open or accessible to the public during the duration of the catering event. No catering license, temporary or annual, shall be lawfully used for events open to the general public.  
 (g) *Catering Events Age Restrictions.* Notwithstanding any other provision of this chapter, no age restrictions for entrance shall be in effect for any catering event held pursuant to subsections (h) or (i) of this section.