

## **Information about the FACILITY RENTAL- APPLICATION TO SERVE ALCOHOL**

Thank you for your interest in hosting an event with the City of Carrollton Parks and Recreation Department.

Alcohol may be served and consumed during rentals and designated special events **at the Downtown Gazebo, the Carrollton Senior Center and A. W. Perry Homestead Museum only**, upon compliance with the terms and receipt of approval of an additional application. Please review the following requirements and contact the staff liaison listed below to request the application or to receive more information.

- Approval to serve alcoholic beverages must be requested by submitting a ***Facility Rental Application to Serve Alcohol.\****
- **Limited to wine and beer only.**
- **An additional deposit of \$200** is required for events where alcohol is served.
- **Uniformed Police presence is required during all events where alcohol is being served.**
  - The City reserves the right to determine the number of police officers at an event.
  - **\$40 per hour (\$45 outdoor events) per officer, with a 3-hour minimum.**
- Alcohol may **only** be brought to a city facility and dispensed by a caterer/contactor/vendor/concessionaire appropriately licensed by the Texas Alcoholic Beverage Commission (TABC). Proof of certification and insurance must be provided to the City not less than 10 days prior to the scheduled event.
  - A list of vendors that have previously submitted proof of approved license and insurance is available.

\*For **Carrollton Senior Center** inquiries, please contact Melissa Gonzales, Carrollton Parks and Recreation Department by phone or email at 972-466-9888 or [Melissa.Gonzales@cityofcarrollton.com](mailto:Melissa.Gonzales@cityofcarrollton.com).

\*\* For **Downtown Gazebo** inquiries, please contact Nicole DiTommaso, Carrollton Parks and Recreation Department by phone or email at 972-466-9808 or [Nicole.Ditommaso@cityofcarrollton.com](mailto:Nicole.Ditommaso@cityofcarrollton.com)

\*\*\* For **A. W. Perry Homestead Museum** inquiries, please contact Toyia Pointer, Carrollton Parks and Recreation Department by phone or email at 972-466-6382 or [Toyia.Pointer@cityofcarrollton.com](mailto:Toyia.Pointer@cityofcarrollton.com)