DOYLESTOWN TOWNSHIP
PARKS & RECREATION

215-348-9915
425 Wells Road, Doylestown, PA
doylestownpa.org

2027 ALCOHOL PERMIT RENTAL ADDENDUM

Permit Holder Information

Renter Name:	☐ Resident ☐ Non-Resident ☐ Commercial
Organization:	Email:
Address:	Phone:

Event Information

Rental Date:	Event:
Alcohol Service Start Time:	Alcohol Service End Time:
Total Expected Attendance:	Range of Ages of Guests:

Alcohol Served

☐ Can/Bottled Beer
Quantity: _____

☐ Wine
Quantity: _____

☐ Seltzers
Quantity: _____

☐ Champagne
Quantity: _____

☐ Other: _____
Quantity: _____

Permit Fee (non-refundable)

☐ Under 25 people ($100) ☐ 25–50 people ($150) ☐ Over 50 people ($200)

Staff Use Only

Special provisions / conditions of issuance: _____

Certificate of Insurance:	PLCB License #:
Parks & Recreation Director Approval:	Date:
Township Manager Approval:	Date:

DOYLESTOWN TOWNSHIP
PARKS & RECREATION

215-348-9915
425 Wells Road, Doylestown, PA
doylestownpa.org

ALCOHOL USE RULES – COMMUNITY RECREATION CENTER

1. Alcohol is not permitted unless written approval is granted by Doylestown Township.
2. Approval must be issued by both the Township Manager and the Parks & Recreation Director.
3. Only beer, wine, and low-alcohol beverages may be permitted. Hard liquor is strictly prohibited.
4. Renters must complete this Alcohol Permit Application and pay the required non-refundable permit fee. Submitting the application constitutes agreement to comply with all Township rules and regulations.
5. Alcohol may not be sold under any circumstances. Alcohol may only be served.
6. Alcohol must remain within designated, approved areas at all times.
7. Alcohol may be served only to individuals 21 years of age or older.
   a. Valid photo identification must be checked.
   b. The renter is fully responsible for preventing underage drinking.
8. A valid Pennsylvania Liquor Control Board (PLCB) license is required.
   a. The renter must obtain and provide proof of licensure.
   b. Township approval does not replace or override PLCB requirements.
9. Alcohol service is limited to a maximum of four (4) hours and must end 30–60 minutes before the event concludes.
   a. Alcohol may not be served during setup or cleanup.
10. Insurance is required when alcohol is involved.
    a. A Certificate of Insurance must be submitted at least ten (10) days before the event.
    b. The policy must name Doylestown Township as Additional Insured.
11. The renter is responsible for any damage caused by themselves, their guests, vendors, or staff, and agrees to pay for all resulting repairs or replacements to Township property.
12. The renter agrees that Doylestown Township assumes no responsibility for injuries, losses, or damages occurring during the event.
13. The Township reserves the right to require paid security and/or police presence as a condition of alcohol approval.
14. Alcohol may not be advertised publicly.
    a. Events must be private and invitation-only.
    b. No signage or promotions related to alcohol sales or specials are permitted.
15. The Township may immediately revoke alcohol permission if any rule is violated. If permission is revoked, no fees will be refunded.

Signature _____ Date _____

215-348-9915
425 Wells Road, Doylestown, PA
doylestownpa.org

ORDINANCE NO. 2025-431

A. Private events where alcoholic beverages are sold, distributed and/or consumed are permitted in the community recreation center only by express written permission of the Township Manager and the Parks and Recreation Director and subject to the following requirements:

1. The Township reserves the right to limit the type of alcoholic beverages to wine, beer and or other alcohol with a minimal alcohol content. All other alcoholic beverages are prohibited.
2. Every applicant shall satisfactorily complete the Township's application form. Completion and submission of said application shall be considered to indicate the applicant's agreement to all terms and conditions set forth therein.
3. Every applicant shall remit a nonrefundable payment of the Township's application processing fee.
4. Every applicant shall submit a fully executed indemnity agreement, in a form satisfactory of the Township Solicitor. Such agreement shall include an agreement that the applicant shall reimburse the Township for any costs incurred in repairing damage to Township property occurring in connection with the permitted event and caused by the applicant, its officers, employees or agents or any person under the applicant's control, including but not limited to participants and spectators of the event. Further, the applicant shall defend the Township against, and indemnify and hold the Township harmless from, any liability to any person resulting from any damage or injury occurring in connection with the permitted event caused by the actions of the applicant, its officers, employees or agents or any person under the control of the applicant, including but not limited to participants and spectators at the event.
5. A certificate of insurance will be required with your rental if any permit or license by the Pennsylvania Liquor Control Board is required. If a permit or license is required as defined by the Pennsylvania Liquor Control Board, then endorsements naming Doylestown Township, its officers, employees, elected and appointed officials and agents as additional insureds, shall be required contemporaneously with the application described herein. If the applicant does not have such insurance at the time of application, the applicant shall provide written confirmation that the applicant possesses or will obtain occurrence based General Liability and Liquor Liability insurance and will furnish copies of same to the Township no later than 10 days prior to the scheduled event. The policies described herein shall have the following minimum limits:
   a. $1,000,000 for each occurrence for bodily injury and property damage;
   b. Minimum $2,000,000 aggregate policy limit for bodily injury and property damage.
   c. The policy shall also include coverage for products liability in an amount not less than $1,000,000.
   d. If alcoholic beverages are to be sold or served at the event, an occurrence based Liquor Liability Policy with limits of not less than $3,000,000 each occurrence for bodily injury and property damage with a minimum $3,000,000 aggregate limit. Doylestown Township, its officers, employees, elected and appointed official and agents are to be named as additional insured.
6. The insurance requirements specified herein shall apply to all events where the anticipated number of attendees, participants, spectators or guests is twenty-five or more people, where the sale of and/or consumption of alcoholic beverages is contemplated, where a caterer or like service is proposed related to the distribution or sale of alcoholic beverages, or where, at the Township's sole discretion, the nature of the event necessitates the provision of all required insurances as set forth herein. Upon request of the applicant, and at the Township Manager's discretion, the provisions of this section may be waived or reduced. In no event shall the provisions of this section be waived for a large event, parade, race, carnival, or any event wherein the sale of alcoholic beverages is contemplated.
7. Where required, the applicant shall furnish proof that it has obtained a "caterer's license" or any and all other required licenses from the Pennsylvania Liquor Control Board and has complied with all special conditions imposed by the Pennsylvania Liquor Control Board. At no time shall the provisions of this chapter be construed as a waiver or reduction of any of the conditions imposed but the Liquor Control Board.
8. The Township reserves the right to revoke any permit granted under this section immediately and without notice if any of the terms of the permit are violated by the applicant and/or any attendee, participant, spectator or guest of the event in question. Such revocation shall not be subject to any refund of any application fee.

Signature _____ Date _____