



19. Describe your plan to manage alcohol consumption by adults:

20. List name(s) and service permit number(s) of **alcohol manager(s)** on-duty and in the licensed area:

**LIQUOR LIABILITY INSURANCE**  
If the licensed area is open to the public and **expected attendance is 301 or more** per day in the licensed area, the event must have at least \$300,000 of liquor liability insurance coverage (ORS 471.168).

21. Insurance Company:

22. Policy #: \_\_\_\_\_ 23. Expiration Date: \_\_\_\_\_

**MARIJUANA**  
24. Will marijuana (such as use, consumption, samples, give-away, sale, etc.) be allowed on the special event licensed premises or be part of the event or an adjacent event?  Yes  No

**FOOD SERVICE**  
You must provide at all times and in all areas where alcohol service is available at least **two different substantial food items** (see the attached sheet for an explanation of this requirement).

25. Name at least **two** different substantial food items that will be provided:

1. \_\_\_\_\_ 2. \_\_\_\_\_

**GOVERNMENT RECOMMENDATION**  
You must obtain a recommendation from the local city or county named in #26 before submitting this application to the OLCC.  
26. Name the city if the event address is within a city's limits, or the county if the event address is outside the city's limits:

**SIGNATURE**  
I affirm that I am authorized to sign this application on behalf of the applicant.  
27. Name (please print): \_\_\_\_\_

28. Signature: \_\_\_\_\_ 29. Date: \_\_\_\_\_

**CITY OR COUNTY USE ONLY**  
The city/county named in #26 above recommends:  
 Grant  Acknowledge  Deny (attach written explanation of deny recommendation)

City/County Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FORM TO OLCC**  
This license is valid only when signed by an OLCC representative. Submit this form to the OLCC office regulating the county in which your special event will happen.

**OLCC USE ONLY**  
Fee Paid: \_\_\_\_\_ Date: \_\_\_\_\_ Receipt #: \_\_\_\_\_

License is:  Approved  Denied

OLCC Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## FOOD REQUIREMENTS FOR A SPECIAL EVENT BREWERY-PUBLIC HOUSE (SEBPH)

### WHAT AMOUNT OF FOOD MUST I PROVIDE?

- **TWO:** You must provide at all times and in all areas where alcohol service is available at least two different substantial food items.

### WHAT IS A SUBSTANTIAL FOOD ITEM?

This is a food item that is typically served as a main course or entrée. Some examples are fish, steak, chicken, pasta, pizza, and sandwiches. Side dishes, appetizer items, dessert items, and snack items such as popcorn, peanuts, chips and crackers do not qualify as substantial food items.

### WHAT DOES "DIFFERENT" MEAN?

"Different" means substantial food items that the OLCC determines differ in their primary ingredients or method of preparation. For example, a turkey sandwich differs from a salami sandwich, a beef burger differs from a turkey burger, and fried chicken differs from baked chicken. Different sizes of the same item are not considered different.

### IS THERE AN EXCEPTION TO PROVIDING THE TWO DIFFERENT SUBSTANTIAL FOOD ITEMS?

The OLCC must determine that the clearly dominant emphasis is food service at all times in the area where alcohol service is available in order for you to provide only one substantial food item. The OLCC will work with you to make this determination prior to approving your application.

### WHAT DOES IT MEAN TO PROVIDE FOOD SERVICE "AT ALL TIMES AND IN ALL AREAS WHERE ALCOHOL SERVICE IS AVAILABLE"?

Patrons must be able to obtain food service inside the special event licensed area. You may use either of the following two methods to provide food service:

- Within all areas where alcohol service is available, have the minimum required food items available for patrons at all times; or
- Within all areas where alcohol service is available, have a menu of the minimum required food items (plus any other items you may choose to include) available for patrons at all times and be able to provide the food items in the area if a patron chooses to order food. The food items could be kept at a location other than the area where the alcohol is served; however, you must be able to provide the food items to the patron in the area where alcohol service is available.

### IS PROVIDING TASTINGS OF ALCOHOL CONSIDERED PROVIDING ALCOHOL SERVICE?

Yes, providing tastings of alcohol is considered providing alcohol service; therefore, the food requirements must be met.

### MAY I USE FOOD PROVIDED BY A CONTRACTOR OR CONTRACTORS TO MEET THE FOOD REQUIREMENT?

Yes, the food service may be provided by someone other than you; however, even if food service is provided by a contractor, you are fully responsible for compliance with the food requirements. You may sell or serve alcohol only when food service that meets the requirement is provided to patrons at all times and in all areas where alcohol service is available.

### WHO MAY THE CONTRACT FOR THE FOOD SERVICE BE WITH?

The contract may be between:

- You (the OLCC licensee) and the food service contractor; or
- The organizer of the event and the food service contractor.

### DOES THE FOOD SERVICE CONTRACT NEED TO BE IN WRITING?

No, the food service contract does not need to be in writing; however, you may sell or serve alcohol only when food service that meets the requirement is provided to patrons at all times and in all areas where alcohol service is available.