

# Cedartown Event Application

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The logo for Cedartown Georgia features the word "CEDARTOWN" in a large, bold, green, sans-serif font. A small green silhouette of a cedar tree is positioned within the letter "A". Below "CEDARTOWN", the word "GEORGIA" is written in a smaller, green, sans-serif font. The entire logo is set against a light gray rectangular background.

**CEDARTOWN**  
GEORGIA

# Event Application Update

- Cedartown Variables
  - Facts
  - Similar Cities
  - Model Cities
- City Event Applications
  - Cedartown's application
    - Differences
  - Model City's application
    - Differences
  - Other cities
- City Codes
  - Cedartown City Codes
  - Model City Codes
- Application Process
  - Cedartown
  - Model Cities
- Suggested changes for Cedartown's Event application and codes



# Cedartown Facts

- Population: 10,000+
- 4-5 Annual Events
  - Boo-Bash
  - Christmas Parade
  - Peek Park Summer Concert
- 45 minutes Northwest of Atlanta

# Similar Cities and Model Cities

- Hiram- 4 to 5 events; NW of Atlanta
- Loganville- 40 minutes from Atlanta; 6 to 7 events; 10,000 to 12,000 citizens
- Vidalia- 10,000+ citizens; 5 to 6 events
- Doraville- 10,000+ citizens
- Cordele- 10,000+ citizens; 1 Hour south of Atlanta
- Rockmart- 4 events; updated event code in 2012
- \*Dallas- 13,000+ citizens; 5-6 events; 45 min NW of Atlanta; updated codes 2021
- \*Rome- many events

\*\*\* Permit Valid for length of catered event NOT to exceed 3 days \*\*\*

1. Name of Organization \_\_\_\_\_
2. Alcoholic beverage caterers license # \_\_\_\_\_
3. Name of Event \_\_\_\_\_
4. Description of Event \_\_\_\_\_  
\_\_\_\_\_
5. Location \_\_\_\_\_ Time \_\_\_\_\_  
Duration \_\_\_\_\_
6. Contact Name \_\_\_\_\_ Phone No \_\_\_\_\_
7. What types of alcoholic beverages will be served at the event? \_\_\_\_\_  
\_\_\_\_\_
8. Quantity of alcoholic beverages to be transported from the licensee's primary location to the location of the authorized catered event or function or special event \_\_\_\_\_  
\_\_\_\_\_

\*\*\*You must also show proof that you have applied for a special event permit with the State of Georgia Department of Revenue \*\*\*

\*\*\* Special Event Permit Fee is \$50.00 Certified Check or Cash Only \*\*\*

1. Name of Licensee \_\_\_\_\_
2. License Number \_\_\_\_\_
3. Address of Licensed Premises \_\_\_\_\_
4. Contact Person \_\_\_\_\_
5. Contact Telephone # \_\_\_\_\_
6. For what type of event is this Permit sought? \_\_\_\_\_
7. Location of premises where affair will be held:  
Name \_\_\_\_\_  
Address \_\_\_\_\_
8. Is affair to be held indoors or outdoors? \_\_\_\_\_

Each application for a license as an alcoholic beverage caterer shall be accompanied by a certified check for the full amount of the license fee:

Wine	Beer	Distilled Spirits	Wine & Beer	Wine & Beer, & Distilled Spirits
\$500.00	\$500.00	\$500.00	\$750.00	\$1000.00

The applicant represents that if a Special Permit is issued, the permittee will fully abide by all provision of the Georgia Alcoholic Beverage Law, State Rules and Regulations, the same as if the sale and service were occurring upon the applicant's licensed premises.

\_\_\_\_\_  
Print Name of Applicant

\_\_\_\_\_  
Signature

# Application Differences

- Two applications
- The amount of alcohol
- One of the applications is a prerequisite
- Applies fee for the type of alcohol (Beer, Wine, or Distilled Spirits)
- No detail for applying for police as security



THE CITY OF  
**DALLAS**  
GEORGIA

# City Property

200 Main Street  
Dallas, Ga. 30132

Special Events  
Permit Application

Individuals or groups wishing to hold events within the city limits of the City of Dallas, Georgia, on public or private property must obtain a Special Event Permit from the City of Dallas. This application is for City Property.

Special Event Permits are subject to the review of city departments and require approval of the Mayor and Council of the City of Dallas.

Applications are accepted for review by appointment only with the city's Chief Marshal. Appointments may be scheduled by phone: 770.443.8110 x 1301 or by email [mhester@dallas-ga.gov](mailto:mhester@dallas-ga.gov)

***Applications should be submitted at least 60 days prior to the proposed event.***

- One application
- 8 pages
- Does not include the amount of alcohol
- Does not require proof of application from the Department of Revenue

# Hiram's Application



## Special Event Permit Application

APPLICATION DATE: \_\_\_\_\_ Rcvd by: \_\_\_\_\_ (City Employee Initials) PD: \_\_\_\_\_

DATE: \_\_\_\_\_ LOCATION: \_\_\_\_\_ PRODUCER: \_\_\_\_\_

1

- Permit fee \$100
- “Off-premises” fee \$50
- 8 pages
- Requires a second application



# Rome's Application



## Rome Police Department

### ASSEMBLY PERMIT APPLICATION



DATE OF APPLICATION: \_\_\_\_\_

- One application
- 2 pages
- Very similar to Dallas
- Does not ask for license to sell alcohol

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Organization Name: \_\_\_\_\_  Non-Profit ID# (if checked): \_\_\_\_\_

Organization Address: \_\_\_\_\_

Organization Phone: \_\_\_\_\_ Authorized Representative(s): \_\_\_\_\_

NOTE: If the assembly is to be held by, on behalf of, or for any person other than the applicant, a written authorization form such person authorizing the applicant to apply for this permit on their behalf is required.

Assembly Designee(s):

Name Address Phone

# Cedartown's City Codes

- Chapter 4, Article VI, Sec. 6-352; *Eligibility for Licence; application, and fee*
  - *Needs a License from the State and the City*
- *Sec. 6-354, A, 5&6*
  - *5) Proof of application from Georgia Department of Revenue*
  - *6) The amount of alcohol transported to the city*

Sec. 6-352, B.

Any holder of a license issued by a city or county governing authority authorizing the licensee to sell beer, malt beverages, or wine by the package for consumption off the premises may apply for an off-premises license as an alcoholic beverage caterer to sell or distribute beer, malt beverages, or wine by the drink off premises and in connection with an authorized catered function or special event, and at the location of that function or special event.

Sec. 6-354, 5 & 6

- (5) Proof that the applicant has also applied for a special event permit with the Georgia Department of Revenue;
- (6) The quantity of alcoholic beverages to be transported from the licensee's primary location to the location of the event;

# Dallas City Codes

- Chapter 4, Article VIII, *Events*, Sec. 4-100; *Alcoholic beverage caterers*
  - Resident Caterers vs Nonresident
  - G) Nonresident caterers taxed by the amount of alcohol sold by Article V
  - No requirement for proof from the Department of Revenue

Sec. 4-100;

*Nonresident caterer* means a caterer that does not have its principle place of business located within the City of Dallas, Georgia limits of Dallas and which desires to serve or sell alcoholic beverages at a permitted event or function.

*Resident caterer* means a caterer that has its principle place of business located within the City of Dallas, Georgia limits of Dallas and which desires to serve or sell alcoholic beverages at a permitted event or function.

Sec. 4-100; G

(g) *Nonresident caterer*. Excise taxes are imposed upon the total of individual alcoholic beverage drinks served by a nonresident caterer in the amounts set forth in article V of this chapter and shall be paid within 30 days after the conclusion of the catered event or function.

# Dallas Vs. Cedartown (Application Procedure)

1. Search for Special Event application online
2. Fill out Application in entirety
3. Pay fees and Submit application
4. Wait for approval

1. Request 2 applications from administration
  - a. Request access to view the applications
2. Fill out the “Special event permit” application in its entirety
  - a. Retrieve proof of application for a special event permit from the State of Georgia Department of Revenue
  - b. Pay fees and submit
3. Fill out the “Licensed Alcoholic Beverage Caterer” Application in its entirety
  - a. Know how much alcohol is coming into the city for the event
  - b. Pay fees and submit
4. Wait for approval

# Suggested Changes

1. Combine the two applications
  - a. Modify Fees within the application
  - b. Provide better explanation within the application for justification for fees and requirements
2. Update and modify City Codes and ordinances on special events in Cedartown
  - a. Sec. 6-352; B
  - b. Sec. 6-354; A:5 & 6
  - c. Add a defining difference between resident caterers and nonresident caterers.

# Questions & Contact

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