

**LICENSEE INFORMATION**

LICENCE NUMBER: \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_

PREMISES NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**FACILITY TO BE COVERED BY EXTENSION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ CAPACITY: \_\_\_\_\_

**EVENT INFORMATION**

**HOST:** \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ FUNCTION TYPE: \_\_\_\_\_

HOURS: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

PROPOSED ENTERTAINMENT: \_\_\_\_\_

MAX. ATTENDANCE ANTICIPATED: \_\_\_\_\_ # OF SECURITY STAFF: \_\_\_\_\_

MENU: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Approved Manager

**FOR AGLC USE**

## **CONDITIONS APPLICABLE TO CATERER'S EXTENSION**

1. Non-alcoholic beverages and food service must be available.
2. Liquor may be served at functions during the regular hours listed on the licence, or as otherwise authorized.
3. The authorized occupancy of a function catered by a licensee is subject to the Alberta Fire Code.
4. Only liquor purchased under the licence can be transported to the location of the catered function for sale and consumption. All unused liquor must be returned to the licensed premises for use under the licence.
5. A licensee may advertise "Fully Licensed Catering of Functions Available".
6. It is the licensee's responsibility to obtain approval from local municipal police, fire and health authorities indicating there is no objection to the issuing of the licence for the proposed event.
7. It is the licensee's responsibility to ensure proper supervision and control is maintained at any function. This includes ensuring that minors do not receive liquor service, there is no service to intoxicated patrons, and patrons are not served to the point of intoxication.
8. A photocopy of the Class D Commercial Caterer's Licence and approved application must be posted at all functions.