

OFFICE OF THE BOARD OF SELECTMEN **Oct 13 11 30 AM '15**



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Cat Bryant

Address, phone & e-mail contact information: 91A Samoset Ave., Hull, MA 02045,
cat.bryant@gmail.com, 617-733-0987

Name & address of Organization for which license is sought: Boston Bike Film Festival, PO Box
990941, Boston, MA 02199

Does this Organization hold nonprofit status under the IRS Code? Yes No (pending)

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information: _____

Has the Applicant or Organization applied for and/or been granted a special liquor license this
calendar year? NO If so, please give date(s) of special licenses and/or applications and title of
event(s). _____

Is this event an annual or regular event? If so, when was the last time this event was held and at what
location?
10/24/14 at the Regent Theatre

24-Hour contact number for Responsible Manager on Event date: Event promotor - Cat Bryant -
617-733-0987; venue contact, Leland Stein - 617-694-6612

Title of Event: Boston Bike Film Festival

Date/time of Event: 10/23/15

Location of Event: Regent Theatre

Location/Event Coordinator: Cat Bryant

Method(s) of invitation/publicity for Event Online/Website

Number of people expected to attend: 100-125

Expected admission/ticket prices: \$15/advance, \$20/door

Expected prices for food and beverages (alcoholic and non-alcoholic): \$5/beer or wine

Will persons under age 21 be on premises? Very few, if any

If "yes," please detail plan to prevent access of minors to alcoholic beverages. Patrons will be asked to present a valid ID and only with a valid ID will they be served.

Have you consulted with the Department of Police Services about your security plan for the Event?
Security Plan Attached

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey F. Rabeau Date 10/14/15

Off. Corey F. Rabeau
Printed name/title

POLICE COMMENTS:

Address alcohol pick-up time

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

Beer & wine only

What types of food and non-alcoholic beverages do you plan to serve at the Event? dessert; other food and beverages are available at the concession stand

Who will be responsible for serving alcoholic beverages at the Event? Nicholas Wright or other TIPS-certified bartender

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS certification or other government approved certification. On file at the Regent but can be provided upon request.

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Nicholas Wright or alternate from Bartending Service. DOB on file at the Regent and can be provided upon request.

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)

Burke Distributing Corporation

Date of Delivery: 10/23/15

Alcohol Serving Time (s): 7 p.m. to 9:30 p.m.

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

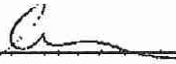
[REDACTED] Burke Distributing Corporation

Date of Pick up: 10/29/15

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.) On File at Regent Theatre

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: 

Printed name: Cat Bryant

Printed title & Organization name: Boston Bike Film Festival

Email: cat.bryant@gmail.com

Boston Bike Film Festival - Security Plan

- 1) Liquor is sold in one area in the back of the theatre
- 2) There are at least two people on duty there
 - a) bartender (tip certified)
 - b) a seller (everyone must show ID and only one drink can be sold to that person)
 - c) there is also a manager on duty that checks in on the bar area throughout the night
 - d) all have cell phone in case of a problem.
- 3) Door to the theatre opens 1 hour- to- 1/2 before the show. Liquor is only sold from that period to the end of intermission (aprox. 2-2.5 hours only), well before the actual ending of the event.
- 4) Liquor can only be consumed in the main theatre area.
- 5) We serve 12oz beers and 4oz wines.
- 6) Depending on the show we will bring in a security person to stand by and watch the bar area.
- 7) For the most part both Leland Stein and Rick Stavros are on duty.
- 8) In case of a problem the server or seller is to contact person on duty/security.
- 9) In the case of an emergency they are to call the police.
- 10) Both the seller and the bartender have been instructed to not serve or sell to anyone they think or shows a sign that they have been drinking excessively outside of the Regent before the event.
- 11) Guests of the event will be instructed to park in the municipal lot across the street or street parking where available.
- 12) There will be announcement at start of event pointing out emergency exits, and procedures for an emergency evacuation.
- 13) If no police detail present, the Regent Manager will make sure crowd is orderly on sidewalk and not spilling out into the street.
- 14) If police detail present and the bar area is crowded, it's best for the officer to be as close to bar area as possible.
- 15) A police detail will be hired by the event organizer if 150 or more patrons are expected; two police details if more than 300.