

## TEMPORARY MODIFICATION QUESTIONNAIRE

1.	Name of Applicant:	
2.	Mailing Address:	
3.	Event Manager:	4. Daytime Phone:
	Event Manager email:	
5.	Event Date/Hours:	
	Date _____	Set-up will start at _____
	Event/alcohol sales from _____ to _____	Clean-up over by _____
6.	In the past 10 years, how many one-day modifications of premise have been issued for this function?	
7.	How many people are expected to attend this event? What is the occupancy of the facility and the proposed addition?	
8.	What type of entertainment, if any, will occur at this event? During what hours will the entertainment take place? <i>Please be specific.</i>	
9.	Describe how the perimeter of the event will be established (roping, fence, etc.). How will you keep alcohol from being removed from the event location?	
10.	Will you be using any tents and/or using propane powered heating or cooking? If yes, do you have a tent permit from Poudre Fire Authority	
11.	What method will be used for checking the identification of patrons?	
12.	Will alcohol service be changed in any way?	

13.	Who will be responsible for monitoring the conduct, age, and level of intoxication of the patrons? Type of training with regard to sale and service of alcohol?
14.	What type of snacks or food items will be available during the event?
15.	List the type and <b>quantity</b> of security, if any, that will be provided at this event (i.e., volunteers, organization marshals, private security, off-duty police).
16.	What type of restroom facilities will be available during the event?
17.	Have you obtained liquor liability insurance? If yes, please provide a certificate of insurance showing evidence of coverage.
<i>I hereby certify that the facts contained within this questionnaire represent what this event will consist of, and any variation from what has been presented could result in revocation of the permit.</i>	
Applicant's Signature:	Date:

cc:

Poudre Fire Authority (for more information go to [www.poudre-fire.org/services/permits.php](http://www.poudre-fire.org/services/permits.php))  
 Zoning Inspection ([zoning@fcgov.com](mailto:zoning@fcgov.com))  
 Sevents ([sevents@fcgov.com](mailto:sevents@fcgov.com))  
 Assistant City Attorney  
 Liquor Enforcement Officer  
 Risk Management