



# Application for BYOB Permit

**A NON-REFUNDABLE PROCESSING FEE (\$500.00) IS REQUIRED FOR ALL BYOB PERMITS. THE PERMIT CANNOT BE WAIVED.**

**Internal Use Only**  
Charge Code: **8452**  
Price: \$500.00

The law requires the application to be submitted at least 24 Hours prior to the event, however a longer notice is appreciated to allow additional time for processing.

Date of Application: \_\_\_\_\_ Name of Event: \_\_\_\_\_

Location of Permitted BYOB Use: \_\_\_\_\_

Indoor Event       Outdoor Event (If outdoors, area diagram must be included)

CHECK ONE:       Event open to the public       Private Club Event

APPLICANT INFORMATION	
Organization Name (If applicable):	
Applicant Name:	
Applicant Address:	
Mailing Address:	
Phone:	Email:
DOB:	Driver's License No.:

Fee: \$500.00       PAID       NOT PAID

Estimated Number of Attendees: \_\_\_\_\_

**Note: By law, BYOB establishments may not operate between the hours of 12:00 o'clock midnight on Saturday and 7:00 o'clock**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Accepting City Employee

\_\_\_\_\_  
Date

**PLEASE KEEP A COPY OF THIS PERMIT ON DISPLAY FOR THE DURATION OF THE EVENT.**

## **DIVISION 5. - PRIVATE CLUBS AND BYOB ESTABLISHMENTS**

### **Sec. 50-75. - Application for operating private clubs and BYOB establishments.**

(a) Any person who attempts to apply for or does apply for a permit to operate a private membership club, or a bring your own bottle or bring your own booze (hereinafter referred to in this division as "BYOB") establishment, shall submit an application therefore to the tax collector of the city and obtain a license or a permit to engage in such business.

(b) Such application shall be submitted to the collector of revenue for the City of Leesville, setting forth the location and address of the building or other structure where the business is to be conducted, with satisfactory evidence accompanying the application setting forth that the location so designated meets all the rules and regulations of the state alcoholic beverage control board, the department of health and human resources of this state, the building codes of the city, and any other board or department which is charged with the responsibility of regulating such businesses.

(c) All applicants for permits to operate a private membership club or BYOB establishment shall meet all residency, citizenship, and age requirements as are required to obtain a permit for selling beverages of high alcoholic content or low alcoholic content as detailed otherwise in Division 1 and Division 4 of this chapter of the Code of Ordinances, and in particular the requirements of sections 50-3, 50-4, 50-5, 50-6, 50-7, 50-8, 50-9, 50-10, 50-11, 50-12, 50-14, 50-15, 50-16 and 50-19, and shall likewise apply to all applicants or holders of permits for licenses to operate private membership clubs or BYOB establishments, it being the intention of the city that holders of such permits shall be bound by the same rules and regulations as the holders of permits to sell beverages of high alcoholic content or low alcoholic content.

(d) Before engaging in the business of operating a private membership club or BYOB establishment, a fee for the permit shall be paid in the amount of \$500.00.

**(Ord. No. 19/02, 12-20-02)**

### **Sec. 50-76. - Closing hours for private clubs and BYOB establishments.**

(a) It shall be unlawful for any person or persons, firm or corporation, to give, trade, barter, exchange or sell beer or liquor to any person or persons or allow the consumption thereof on their premises if such is defined as private membership club or designated as a BYOB establishment between the hours of 12:00 o'clock midnight on Saturday and 7:00 o'clock a.m. the following Monday morning, anywhere in the City of Leesville, State of Louisiana.

(b) Time limitation for private clubs and BYOB establishment. It shall be unlawful for any person or persons, firm or corporation, to give, trade, barter, exchange or sell beer or liquor to any person or person or allow the consumption thereof on their premises if such is defined as a private membership club or designated as a BYOB establishment during the period from 2:00 a.m. on any weekday night to 7:00 a.m. the following morning, anywhere in the city.

(c) Unlawful hours. It shall be unlawful for any person or persons, firm or corporation, who is in the business of operating a liquor store, bar, nightclub, saloon or any business engaged principally in selling beer or liquor to allow the consumption thereof on their premises if such is defined as a private membership club or designated as a BYOB establishment to be open between the hours set out hereinabove in subsections (a) and (b) of this section.

(d) Penalties. Any person or persons violating subsections (a), (b) and (c), of this section shall be fined not less than \$25.00 nor more than \$250.00 or imprisoned for not less than one day or not more than 30 days, or both, for each offense and further, that any person or persons, firm or corporation, violating subsections (a), (b), and (c) of this section shall have his, her or its license suspended or revoked at the discretion of the city council.

**(Ord. No. 19/02, 12-20-02)**

### **Sec. 50-77. - Area where sales prohibited.**

Minimum distance from specified buildings. No applicant shall be granted a permit to give, trade, barter, exchange or sell beer or liquor to any person or persons or allow the consumption thereof on their premises if such is defined as private membership club or designated as a BYOB establishment, for which he, she or it has not previously been granted a permit when such premises are located within 300 feet of property which has been purchased or acquired for the construction, erection, movement or development of a public

playground, church or synagogue, public library or school. The distance shall be measured as a person walks using the sidewalk from the nearest point of the property line of the public playground, church, synagogue, public library or school to the nearest point of the premises to be licensed.

**(Ord. No. 19/02, 12-20-02)**

**Sec. 50-78. - Violations and penalties.**

It shall be unlawful for any person, firm, corporation or legal entity to give, trade, barter, exchange or sell beer or liquor or other alcoholic beverages, or allow the consumption thereof on their premises, if such is defined as a private membership club, or designated as a BYOB establishment, without first securing a permit from the city, and paying all appropriate fees associated therewith. Whoever violates the provisions set forth in this section, will be subject to closure by Leesville City Police, and to pay a fine of \$500.00 or six months in jail, or both.

**(Ord. No. 19/02, 12-20-02)**

**Sec. 50-79. - Acts prohibited on licensed premises, suspension and revocation of permits.**

No person holding a permit to operate a private membership club or BYOB establishment shall permit any of the acts prohibited as detailed further in sections 50-14 or 50-59 of this chapter. Violation of this section by the permittee, any agent, associate, employee, representative or servant shall be considered the permit holder's act for purposes of suspension or revocation of the permit. Violation of this section is punishable as provided in section 1-21 of this Code, and is also sufficient cause for the suspension or revocation of a permit. (Ord. No. 19/02, 12-20-02)