



Received:

**APPLICATION FOR CHANGES TO
CERTIFIED PROMOTIONAL ASSOCIATION
WITH COMMON CONSUMPTION AREA (CCA)
(ALCOHOL BEVERAGE)**

It shall be unlawful for any person to knowingly make any false statement or omit any pertinent information on any application for a license, permit, certification, or authorization. In the event any person knowingly makes any false statement or omits any pertinent information on any application, that act or omission shall, in addition to all other remedies, be grounds for denial of the license, permit, certification, or authorization, or for suspension or revocation of any license, permit, certification, or authorization issued upon the basis of the false statement. City Code § 2.1.404.

THIS APPLICATION MUST BE FULLY COMPLETE, WITH APPLICABLE FEES AND ALL REQUIRED ATTACHMENTS.
Return fully completed applications to the City Clerk’s Office, 30 S. Nevada Avenue, Suite 101, 80903.

SECTION A: CERTIFIED PROMOTIONAL ASSOCIATION INFORMATION			
1. Name of certified Promotional Association (exactly as is appears on incorporation documentation):			
2. <u>MAILING</u> Address:	City:	State:	ZIP:
3. City of Colorado Springs Promotional Association Certification #:			
4. Primary Contact Name:		Title:	
5. Primary Contact Email:		Phone:	
6. Check Type of Change:			
<input type="checkbox"/> Request for attachment of Liquor Licensee to existing Common Consumption Area <input type="checkbox"/> Request for modification of Common Consumption Area <input type="checkbox"/> Remove Licensee from Promotional Association and Common Consumption Area			

SECTION B: CHECKLIST
<input type="checkbox"/> Fully completed Application <input type="checkbox"/> Payment to The City of Colorado Springs for non-refundable application fee (see fee schedule). <input type="checkbox"/> Copy of current Certificate of Good Standing for the Colorado Secretary of State for Promotional Association <input type="checkbox"/> Copy of amended Promotional Association Bylaws or other corporate documentation, as applicable <input type="checkbox"/> Individual Affirmation and Consent (page 4) for each new listed Director of Promotional Association (PA), as applicable <input type="checkbox"/> Documentation demonstrating all employees serving alcohol from each liquor licensee requesting attachment to the existing Common Consumption Area (CCA) have (or will have) successfully completed a Responsible Vendor training program authorized by the State Liquor Enforcement Division <input type="checkbox"/> Listing of all liquor license violations for each associated liquor licensed premises requesting attachment to the Promotional Association’s existing Common Consumption Area <input type="checkbox"/> Amended detailed security plan for review and approval by Colorado Springs Police Department, as applicable <input type="checkbox"/> Amended detailed diagram/map of proposed CCA, including dimensions, locations identified of <u>all</u> liquor licensed establishments in the proposed CCA, listing or notation whether each licensed premises is or is not requesting attachment to PA/CCA, location of entrances and exits, and locations of required signage and barricades, as applicable <input type="checkbox"/> Amended possessory documentation for the use of the proposed changes to the Common Consumption Area (deed, lease, permission, or City Special Event application/permit), as applicable <input type="checkbox"/> Amended schedule of proposed days and hours of operation of Common Consumption Area, as applicable

SECTION C: CHANGES TO PROMOTIONAL ASSOCIATION CORPORATE STRUCTURE

7A. List all new proposed Officers and Directors to be **ADDED** to Promotional Association. Attach supplemental page(s) as needed, and attach separate Affirmation and Consent (page 4) for each new Director listed. Any Director not previously approved through the City Clerk's Office with a fingerprint based background check must submit new background information forms (City Applicant Interview and State DR8404-I) and new background check fee. Attach amended Promotional Association corporate documentation to reflect authorization for new Director.

New Director Name:	Position/Title:
Associated Liquor Licensee Name:	Trade Name:
Position/Title with Licensee:	% Owned of Licensee:

Liquor Licensed Premises Address:

License Type:	City Liquor License #:	State Liquor License #:	Expiration Date:	Premises Square Footage:
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Has the associated licensee ever received a violation notice, suspension, or revocation for any alcohol beverage license law violation, or have charges pending, or been denied any alcohol beverage license in Colorado Springs?
 Yes No IF YES, ATTACH a statement or affidavit of explanation, including date(s) and location(s).

Director Name:	Position/Title:
Associated Liquor Licensee Name:	Trade Name:
Position/Title with Licensee:	% Owned of Licensee:

Liquor Licensed Premises Address:

License Type:	City Liquor License #:	State Liquor License #:	Expiration Date:	Premises Square Footage:
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Has the associated licensee ever received a violation notice, suspension, or revocation for any alcohol beverage license law violation, or have charges pending, or been denied any alcohol beverage license in Colorado Springs?
 Yes No IF YES, ATTACH a statement or affidavit of explanation, including date(s) and location(s).

7B. List all names of Directors and Liquor Licensees to be **REMOVED** from PA and CCA. Attach amended Promotional Association corporate documentation to reflect authorization for removal of Director.

Existing Director Name:	Position/Title:
Associated Liquor Licensee Name:	Trade Name:
Position/Title with Licensee:	% Owned of Licensee:

Liquor Licensed Premises Address:

License Type:	City Liquor License #:	State Liquor License #:	Expiration Date:	Premises Square Footage:
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List effective date of Director/Licensee to be removed from PA/CCA: _____

Existing Director Name:	Position/Title:
Associated Liquor Licensee Name:	Trade Name:
Position/Title with Licensee:	% Owned of Licensee:

Liquor Licensed Premises Address:

License Type:	City Liquor License #:	State Liquor License #:	Expiration Date:	Premises Square Footage:
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List effective date of Director/Licensee to be removed from PA/CCA: _____

SECTION D: CHANGES TO COMMON CONSUMPTION AREA (CCA) INFORMATION

8. Do the requested changes to the CCA require changes to possession of the premises?

Yes No IF YES, ATTACH updated possessory documentation.

9. Overall dimensions of proposed Common Consumption Area premises: _____ x _____

General description of proposed changes to the existing Common Consumption Area (use street names, common descriptors of area such as east sidewalk, etc.):

10. List proposed changes to days and hours of operation (must be within parameters authorized in Entertainment District Resolution):

- _____
- Attach proposed new schedule of days and hours of operation for the Common Consumption Area
 - Attach updated detailed security plan reflecting the proposed changes, including security personnel training, approximate location of security during CCA operating hours, location and type of any barricades, plans for sanitation, parking, traffic, noise issues, and other potential nuisance issues, and plans for ID banding and cup descriptions.

11. Does the requested change to the existing Common Consumption Area require the use of the City's public right of way or closure of any street, alleyway or parking lot (no vehicular traffic is allowed in CCA)?

Yes No IF YES, submit citywide Special Event Permit Application to the Office of Special Events at the City's Parks, Recreation and Cultural Service Department, and attach a copy to this application.

NOTE: As a part of a modification application process, the Promotional Association must provide competent evidence demonstrating that the reasonable requirements of the neighborhood and the desires of the adult inhabitants support the proposed changes to the CCA. Upon application, the City Clerk's Office will set the neighborhood boundary defined as one-half mile geographical boundary surrounding the proposed Common Consumption Area, and provide the applicant a map of the neighborhood boundary. The City Clerk's Office will also set the required ten (10) day posting and public comment period prior to any decision on the modification application. Petitions, witness statements, and any other documentation shall be considered only if provided by Parties in Interest within the defined neighborhood boundary area.

SECTION E: CERTIFICATION OF APPLICANT

I, _____ (printed name), as an authorized agent of the Promotional Association Applicant, declare under the penalty of perjury and under penalty for offering a false instrument for recording that this entire application, statements, and attachments are true, correct, and complete to the best of my knowledge. I further declare and understand that it is my responsibility and the responsibility of the agents/employees, and Board of Directors to comply with all applicable local and State Laws, rules, and regulations as they relate to the service, selling, and distribution of alcohol beverages.

Authorized Director Signature

Title

Date

DO NOT WRITE BELOW THIS LINE - FOR CITY CLERK OFFICE USE ONLY

REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted, and character of the applicant is satisfactory, and we do report that such certification, if granted, will comply with the applicable provisions of Title 12, Article 47, C.R.S., as amended. THEREFORE THIS APPLICATION IS APPROVED.

For The City of Colorado Springs	Date Filed with Local Authority:	
Signature	Title	Date

ALCOHOL BEVERAGE LICENSE, PERMIT, OR CERTIFICATION APPLICATION

AFFIRMATION AND CONSENT (submit one for each Director of Promotional Association)

I, _____, as a Director, an authorized agent, or manager for the business applicant (Promotional Association Name:) _____, declare under the penalty of perjury and under penalty for offering a false instrument for recording that this entire application, statements, and attachments are true, correct, and complete to the best of my knowledge. I further declare and consent that:

1. This statement is executed with the knowledge that misrepresentation or failure to reveal information requested may be deemed sufficient cause for the refusal to issue an Alcohol Beverage License, Permit, Certification, or Authorization by the City of Colorado Springs (initial here) _____;
2. I am aware that later discovery of an omission or misrepresentation made may be grounds for the denial of an Alcohol Beverage License, Permit, or Certification application or revocation of the License, Permit, or Certification, or Authorization, or jeopardize any future business license, as such falsehood or omission constitutes evidence regarding that character of the applicant (initial here) _____;
3. I consent to any background and financial investigation and the release of any documentation or other information that is necessary to determine my present and continuing suitability pursuant to City Liquor Code which may include, but is not limited to, CBI and FBI investigations, credit standing, business reputation, and financial status, and that this consent to release any and all information continues as long as I hold an Alcohol Beverage approval. I agree to cooperate fully and execute any releases or other documentation necessary to obtain by background or financial information (initial here) _____;
4. I remit applicable sales taxes in a timely manner on permitted retail sales of the operation as required pursuant to C.R.S. § 39-24-105 and City Code § 2.7.201 (initial here) _____;
5. I will apply with the City Clerk for any proposed changes to the information provided in this application as required pursuant to State and City Liquor Code (initial here) _____;
6. I understand that the Alcohol Beverage licensed establishment must be in and maintain compliance with all applicable regulations by other governmental agencies including, but not limited to, Health, Sales Tax, Zoning, Land Use, Building, and Fire Codes (initial here) _____;
7. I understand that the entire location premises shall be subject to inspection by relevant authorities during all operational hours and other times of apparent activity (initial here) _____;
8. I understand that by providing an email address with this application, I agree that the City may provide any required or permitted process, notice, order, or correspondence relating to this application or any license issued to the Applicant in connection with this application, including any renewals, by email to the email address provided (initial here) _____;
9. I hereby state that I have read Articles 46, 47, and 48 of Title 12, C.R.S., 1973 as amended, and the regulations promulgated thereunder, and the Ordinances and Local Rules and Regulations of the City of Colorado Springs regarding alcohol beverages and understand the contents thereof (initial here) _____;
10. I understand and acknowledge that the City Clerk's Office may request other relevant information from me in connection with this application. Failure to provide the requested information may result in denial of this application. I also acknowledge and understand that the City Clerk's Office cannot accept an application unless it is accompanied by the required fees. The failure to pay the required fees or provide other required information may result in denial of this application (initial here) _____; and
11. I understand that any Alcohol Beverage License, Permit, Certification, or Authorization issued is conditional, and must be annually renewed, unless earlier revoked or surrendered (initial here) _____.

I have read all of the above information and understand my responsibilities as an applicant, licensee, or manager. I further understand that failure to comply with any law, regulations, or the provisions of this affirmation may be grounds for disciplinary action including, but not limited to, the suspension or revocation of the License, Permit, Certification, or Authorization, or other criminal or administrative penalties.

Applicant Signature

Title

Date