

**CITY OF WAVERLY
LEISURE SERVICES DEPARTMENT KEG BEER PROCEDURES
Reference - Waverly City Ordinance 589 11-21-88 Resolution Number 88-40**

PROCEDURE: Any person wishing to conduct a kegger in any area to which this applies shall notify the Leisure Services office at least one working (24) twenty-four hours in advance and comply with the following procedure:

- A designated agent shall be named who shall sign a responsibility agreement as stated later in this regulation.
- A designated agent shall be available for personal contract by City Officials at all times during the kegger.
- The designated agent shall pay a keg permit fee of \$30.00 and a shelter reservation of \$35.00 which is non-refundable. In addition, the agent shall pay a deposit of \$50.00 per keg by check, cashier's check, or cash, to be held by the Leisure Services Department as a damage deposit. The Leisure Services personnel will designate the area in which the kegger is to be conducted.
- The agent shall assume responsibility to assure that all State laws are complied with in the conduct of persons attending the kegger and that the area used for the kegger is left in a clean and uncluttered with no property damaged beyond the extent of normal wear and tear.
- Conducting and continuation of the kegger shall be contingent on the persons involved complying with all applicable state and city laws.
- Upon completion of the permit application, a copy of the permit will be forwarded to the Chief of Police for their notification of time, date and place of the kegger.
- Deposit disposition. The \$50.00 deposit required shall be refunded within 14 days in full or on a pro-rated basis depending on the condition in which the site is left after the kegger is held.
- If it is necessary for the Leisure Services Department personnel to clean-up the area or repair any damage beyond ordinary wear and tear, a log of the time spent on such clean-up or repair shall be kept. The damage deposit refund shall be reduced by an amount equivalent to the applicable hourly wage of the employees for the time necessary to clean the area of repair the damage. Cleanup should be started by 9:00 a.m. the day following the event.
- The deposit is not to be construed as a limit of liability for damage to city or public property. The department may take any legal action necessary to recover additional damage.

RESPONSIBILITY AGREEMENT

I, We, the undersigned, being of 21 years of age or older and desiring to entertain ourselves and others at:

Shelter Area:

Organization:	Date:
Number Expected to Attend:	Start Time: End Time:

Agree to leave the site used in the same condition as found, agree to clean up what debris and litter may be deposited during our stay, within the time period agreed to, agree to be responsible for any damages done to property within the area by ourselves or our guests, agree to ensure compliance with Section 123.47 of the Iowa Code (1987) respecting the possession of beer by persons under the legal age, agree not to interfere with other use of park facilities, and finally, agree to abide by all rules and regulations and all laws of this state.

Dated this _____ Day of _____, 20_____

Group Leaders Signature(s)	Group Leader Name (print)	Phone Number	Cell Phone Number

KEGS ON CITY PROPERTY (Waverly City Ordinance #589) - A \$50.00 damage deposit is required for each keg permitted on City property as per Resolution No. 88-040. A permit including payment of fees must be obtained from the Leisure Services Department Director at least 24 hours in advance.

Keg Permit Charge		
*Kegs are only permitted when a shelter reservation has been made	Shelter Fee:	*\$35.00
Total fee \$65.00	Keg Permit Fee:	\$30.00
Damage Deposit	<u>Deposit:</u>	\$50.00/keg

Office Use Only:

_____ Applicant _____ Parks Superintendent _____ Waverly Leisure Services _____ Waverly Police Department