

CONSUME, BUT NOT SELL

<u>PAPERWORK REQUIRED</u>	Submitted letter using the template as attached.						
<u>EXPLANATION</u>	If your organization wishes to consume, but not sell, any type of alcoholic beverage, permission is required.						
<u>FEE</u>	There is no fee for this request.						
<u>HOURS</u>	<p>The actual hours of consumption cannot exceed those of on-sale licensees and can only be granted Monday through Saturday.</p> <table><tr><td>Retail Malt Beverage</td><td>7 a.m. to 2 a.m.</td></tr><tr><td>Retail Wine</td><td>12 noon to 12 p.m.</td></tr><tr><td>Retail Liquor</td><td>7 a.m. to 2 a.m.</td></tr></table>	Retail Malt Beverage	7 a.m. to 2 a.m.	Retail Wine	12 noon to 12 p.m.	Retail Liquor	7 a.m. to 2 a.m.
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Retail Wine	12 noon to 12 p.m.						
Retail Liquor	7 a.m. to 2 a.m.						
<u>RESTRICTIONS</u>	<ul style="list-style-type: none">✓ You may consume or blend alcoholic beverages.✓ No sales in any form must be made of the alcoholic beverages.✓ The property must be publicly owned or owned by a nonprofit organization.✓ Permission to consume, but not sell, cannot exceed 24 hours.						
<u>LICENSE APPLICATION</u>	<p>No license application is required. However, a letter must be written requesting permission to consume, but not sell (see attached template). This letter must be addressed to the Mayor, as shown, but must be delivered to the City Clerk's Office at 235 West Tenth Street, P.O. Box 7402, Sioux Falls, SD, 57117-7402.</p> <p>This letter is then put on a City Council agenda for approval. You will receive notification after the meeting as to whether your request was approved.</p>						
<u>SCHEDULING</u>	The deadline for such an item would be at 10 a.m. one week prior to a City Council meeting (the Council meets the first, second, and third Mondays of every month). Please call the City Clerk's Office at (605) 367-8080 for clarification on the exact date. Please allow at least three weeks to receive approval of your request.						

ASSISTANCE

If you need further information or assistance, please contact Lorie Hogstad, City Finance Office, at (605) 367-8082, e-mail at **lhogstad@siouxfalls.org** or address correspondence to Lorie Hogstad, City Finance Office, 224 West Ninth Street, PO Box 7402, Sioux Falls, SD 57117-7402.

SAMPLE LETTER

(Current Date)

Mayor Dave Munson
Sioux Falls City Council
City of Sioux Falls
224 West Ninth Street
Sioux Falls, SD 57104-6407

Dear Mayor Munson:

(Name of your organization) is requesting permission to consume, but not sell, (type of alcoholic beverage – liquor, wine, and/or malt beverage) at (location of function), (address), on (day of the week), (date), from (times of event), pursuant to SDCL 35-1-5.3

(State the purpose of the event.)

Thank you for your consideration.

Sincerely,

(Your Name and Title)
(Name of Organization)
(Mailing Address)
(Phone Number for questions)