

## CONSUME, BUT NOT SELL

<b><u>EXPLANATION</u></b>	If you wish to consume, but not sell, any type of alcoholic beverage, in a building that is publicly owned or owned by a nonprofit organization, permission is required.
<b><u>FEE</u></b>	There is no fee for this request.
<b><u>SCHEDULING</u></b>	The deadline for such an item would be at 2:00 pm one week prior to a City Council meeting (the Council meets the first, second, and third Tuesdays of every month). <b>Please call the Licensing Specialist for clarification on the exact date.</b> Please allow at least three weeks to receive approval of your request.
<b><u>HOURS</u></b>	7 a.m. – 2 a.m., Monday through Sunday.
<b><u>RESTRICTIONS</u></b>	<ul style="list-style-type: none"> <li>✓ You may consume or blend alcoholic beverages.</li> <li>✓ You are responsible to provide the alcohol and your guests cannot BYOB (bring your own bottle)</li> <li>✓ No sales, in any form, must be made of the alcoholic beverages.</li> <li>✓ The property must be publicly owned or owned by a nonprofit organization.</li> <li>✓ Permission to consume, but not sell, cannot exceed 24 hours.</li> </ul>
<b><u>PAPERWORK REQUIRED</u></b>	No license application is required. However, a letter must be written requesting permission to consume, but not sell (see attached template). <b>This letter must be addressed to the Mayor, as shown, but must be delivered to the Licensing Specialist (contact information below).</b>
<b><u>CONTACT</u></b>	Jamie Palmer, Licensing Specialist Licensing Office <a href="mailto:jpalmer@siouxfalls.org">jpalmer@siouxfalls.org</a> PO Box 7402 Sioux Falls, SD 57117-7402 (605) 367-8082 - phone (605) 367-7330 - fax
<b><u>WEBSITE</u></b>	<a href="http://www.siouxfalls.org">www.siouxfalls.org</a> Choose “Business” from the top tool bar Choose “Licenses” from the menu on the left Choose “Alcoholic Beverage Licensing and Information”

## SAMPLE LETTER

(Current Date)

Mayor Paul TenHaken  
Sioux Falls City Council  
City of Sioux Falls  
224 West Ninth Street  
Sioux Falls, SD 57104-6407

Dear Mayor TenHaken:

(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), pursuant to SDCL 35-1-5.5.

(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)