



PUBLIC SOCIAL HALL
OPERATOR PERMIT APPLICATION



This application is to be submitted by all public social hall owners who plan to rent, lease or otherwise allow responsible parties to hold public or private social hall events on their premises.

Business Name:

Legal Name:

Street Address:

City:

State:

Zip:

Name of Primary Contact:

Phone: Cell:

Other:

Name of Secondary Contact:

Phone: Cell:

Other:

Do you have a valid ABC License: Yes () No ()

Do you require responsible parties to obtain event liability insurance?

Yes () No ()

Do you require responsible parties to provide event security:

Yes () No ()



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By signing below, I understand all of the following:

- I am required to inform all renters/lessees/responsible parties that an **Event Permit Application** must be filed with the South Hill Police Department at least fourteen (14 days) prior to any event. Any alcohol allowed during an event requires an ABC permit. This can be applied for by phone at www.abc.virginia.gov.
- This Operator Permit Application may be approved or denied at the discretion of the Chief of Police.
- **Failure to comply with all laws, regulations, ordinances, requirements and stipulations issued by any federal, state or local government authority shall result in suspension or revocation of this permit.**

Signature of Public Social Hall Applicant:

Date:

Application Received by:

Date:

Approved ☐

Denied ☐

If denied state reason:

If approved, this permit shall be effective for one (1) year from the date signed by the Chief of Police.

By:

Chief of Police

Date:

This form must be returned to South Hill Police Department within ten (10) days of receipt either by mail, delivery to the Police Department or by email to dburch@southhillpd.com
