



## **CITY OF WHEAT RIDGE**

### **ART GALLERY LIQUOR PERMIT**

*A liquor permit for businesses that qualify as an art gallery.*

This permit allows for service of complimentary alcohol, only at specific dates and times, and within the limits of Colorado statutes.

The Colorado Liquor Code defines an “Art Gallery” as an establishment whose *primary purpose* is the display and sale of works of fine art, and precious or semi-precious metals or stones. (“Works of fine art” may include, but is not limited to: painting, sculpture, drawing, mosaic, photography, calligraphy, graphic art, or craft work in materials such as clay, textile, fiber, wood, metal plastic or glass.)

## ART GALLERY PERMIT F.A.Q.s

### Does my business qualify as an Art Gallery and how will my eligibility be determined?

Applications will be reviewed by the City Clerk and applicants may be required to appear before the local Liquor Licensing Authority Board to establish that the business qualifies as an Art Gallery (see the definition on page 1 of this booklet) and that the applicant can serve complimentary alcohol beverages without violating the liquor code, or creating a public safety risk to the neighborhood.

### What does the Art Gallery Permit allow?

Permits are good one year from the date issued, but only for the dates and times listed in the application. You may apply for up to 15 dates a year and may serve for up to 4 hours on any given date. The dates and times may not be changed except by 15 days prior notice to the local and state liquor authorities. You may not charge for alcohol. A new application must be filed for each new permit year.

### How much are the fees for the permit?

Fees to the State are \$71.25 and to the City are \$103.75 per year, payable with the application. There is no additional fee per event.

### How do I apply for an Art Gallery Permit?

Obtain an application (see attached Form DR 8443), available at the City Clerk's office, or online at [www.colorado.gov/enforcement/liquor](http://www.colorado.gov/enforcement/liquor). Submit the completed form to the City Clerk's office. Attach to the form:

- An 8 ½"x11" detailed diagram, (outlined in black marker) of the premise that accurately reflects the area(s) where alcohol will be stored, served, possessed or consumed (does not have to be drawn to scale);
- A copy of your lease or deed, showing that you have possession of the premise for at least the term of the permit; minimum 1 year.

- A check payable to the Colorado Department of Revenue for \$71.25; and
- A check payable to the City of Wheat Ridge for \$103.75

May I charge for drinks?

**NO.** An Art Gallery Permit *only* allows the applicant to serve complimentary alcohol beverages. You may not sell alcohol, nor charge an entrance fee or a cover charge in connection with offering complimentary alcohol beverages.

Can a non-profit still hold a Special Event at my location?

Yes. Special Event permits are separate from Art Gallery Permits. As before, the Special Event permit is only available to non-profit or charitable organizations and the process for obtaining it has not changed. You may continue to host Special Events in addition to your Art Gallery Permit, but not during the times listed on your permit. The non-profit applicant must apply for the permit and must have possession of your premise during the Special Event.

Must I serve food when I provide alcohol?

No, the law does not require that you serve food with an Art Gallery Permit.

How long will it take to receive approval of my application?

Please submit your application at least 30 days prior to your first scheduled event to assure sufficient processing time.

May I purchase liquor from a licensed wholesaler once I am granted an Art Gallery Permit?

You may purchase your inventory from licensed wholesalers, or from retail liquor stores or liquor licensed drugstores.

What regulations will I be subject to once I obtain an Art Gallery Permit?

Art Gallery Permittees are subject to ALL of the requirements and restrictions of the state and local liquor codes, and are subject to the same penalties as other licensees. An Art Gallery Permit may be suspended or revoked for violation of any provision of the liquor codes. Reference materials are

listed below for you to familiarize yourself with these regulations. A few of the major provisions to keep in mind are:

- Consumption of alcohol is limited only to the licensed premise and unconsumed alcohol may not be taken off of the premise;
- You may not charge for alcohol, directly or indirectly;
- No more than 250 people may be on the licensed premise at any one time while alcohol is being served;
- The minimum age of any person serving alcohol beverages is 21.

You may be required to attend a 5-hour on-premise alcohol server training class. It's given by the WR Dept. Alternatively, you may take it online at [www.Gettips.com](http://www.Gettips.com).

**Reference materials:**

C.R.S. 12-47-422. Art gallery permit-definition may be found at:  
<http://www.colorado.gov/enforcement/liquor>

Colorado Liquor Code may be found at:  
<http://www.colorado.gov/enforcement/liquor>

City of Wheat Ridge Code liquor requirements may be found at:  
<http://ci.wheatridge.co.us>

For further information contact:

City Clerk's Office  
City of Wheat Ridge  
7500 W. 26<sup>th</sup> Ave  
Wheat Ridge, CO 80033  
303-235-2816  
Fax: 9303-234-5924  
[reaton@ci.wheatridge.co.us](mailto:reaton@ci.wheatridge.co.us)

# ART GALLERY PERMIT APPLICATION

<b>2341 ART GALLERY PERMIT \$71.25</b>	<input type="checkbox"/> <b>NEW</b>	<input type="checkbox"/> <b>RENEWAL</b>
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1. Applicant Name (i.e. ABC Gallery Inc.)	State Sales Tax Number of Applicant
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2. Trade Name of Establishment (DBA)
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3. Address	Phone Number
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City	County	State	ZIP Code
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4. Mailing Address (Number and Street)	City or Town	State	ZIP Code
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- Attach a copy of a deed or lease in the exact name of the applying entity only, reflecting possession of the permitted area for at least the minimum duration of this permit (1 year from date of issuance).
- Attach a diagram of the premises which accurately reflects the area where alcohol beverages will be stored, served, possessed or consumed.

Pursuant to 12-47-422, C.R.S., Applicant hereby states that it qualifies for an Art Gallery Permit, in order to serve complimentary alcohol beverages, and certifies to the State Licensing Authority and Local Licensing Authority:

\_\_\_\_\_ That it does not sell alcohol beverages by the drink.

\_\_\_\_\_ That it will not serve alcohol beverages for more than 4 hours in any one day, no more than 15 days per year as follows:

Date: From: To:	Date: From: To:	Date: From: To:	Date: From: To:	Date: From: To:
Date: From: To:	Date: From: To:	Date: From: To:	Date: From: To:	Date: From: To:
Date: From: To:	Date: From: To:	Date: From: To:	Date: From: To:	Date: From: To:

**OATH OF APPLICANT**

*I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.*

Signature	Title	Date
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**REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY/COUNTY)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the applicable provisions of Title 12, Articles 46 and 47, C.R.S., as amended.

**THEREFORE, THIS APPLICATION IS APPROVED.**

Local Licensing Authority (City or County)	Date filed With Local Authority
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Signature	Title	Date
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**REPORT OF STATE LICENSING AUTHORITY**

The foregoing has been examined and complies with the filing requirements of Title 12, Article 47, C.R.S., as amended.

Signature	Title	Date
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**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

Liability Information					
County	City	Industry Type	License Account Number	Liability Date	License Issued Through (Expiration Date)
				FROM	TO
Cash Fund 2341-100 (999)	City 2180-100 (999)		County 2190-100 (999)		
				<b>TOTAL</b>	