



Saskatchewan
Liquor and Gaming
Authority

Request for Municipal Approval

All outdoor functions require municipal approval for the issuance of a liquor permit.
Please provide your local municipality with the following information when applying for the approval:

Name of organization/individual: _____

Type of function: _____

Location: _____

Date(s) of function: _____

Hours for beverage alcohol service: _____

Applicant's name: _____
(print)

Signature: _____

Date: _____

Notice to Municipality:

The written municipal approval must clearly identify the municipality providing the approval (i.e. letter head or municipal seal). The approval must be signed and include the position title of the person authorizing the function. The approval must include the details of the specific request as approved.

For further information, please contact the Liquor Licensing Branch at 1-800-667-7565.

CHECKLIST Re: Site plan diagrams -- please ensure that the sketch is well labeled as per new SLGA policy effective April 1, 2009.

The sketch must include –

1. the dimensions of the fenced area/tent/ or proposed area requested to be permitted. If it's a fenced beergarden, indicate the type and height of fencing (must be 5' high or doubled with 4' separation between two rows of fencing). Note: enclosure must be high enough and solid enough that drinks could not be passed over or through it.
2. all entries / exits into the proposed area(s)
3. widths of all entries / exits
4. size of the bar (eg. 4 x 8 or whatever size it is)
5. size of the stage, if applicable
6. location of washrooms
7. location of food service
8. any / all other prominent features of the surrounding area labeled

Keep this "checklist" for future reference.