

CORPORATE REPORT

To: Fraser Valley Regional District Board Date: 2018-04-24

From: Adriana Snashall, Bylaw Compliance & Enforcement Officer File No: 4300-21-2018-01

Subject: Temporary Changes to a Liquor Licence for Sasquatch Inn Ltd at 46001 Lougheed Highway, Electoral Area "C"

RECOMMENDATION

THAT the Fraser Valley Regional District Board endorse the application received April 4, 2018 for temporary changes to the liquor licence for Sasquatch Inn Ltd (46001 Lougheed Highway, Electoral Area "C"), with the following comments:

The Board has no objection to the planned events and requested changes to the Liquor Licence, subject to the following items being addressed:

- 1. Temporary provisions for vehicular parking to ensure the requirements identified in the current zoning bylaw for the subject property are being followed (one per three seats provided for patron use).
- 2. Temporary provisions for the existing facilities will be adequate for the proposed increased occupant loads pursuant to the Provincial Sewerage Regulation

STRATEGIC AREA(S) OF FOCUS

PRIORITIES

Foster a Strong & Diverse Economy
Support Healthy & Sustainable Community
Provide Responsive & Effective Public Services

Priority #4 Tourism

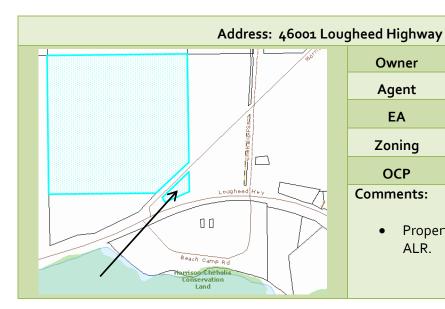
BACKGROUND

The Sasquatch Inn Ltd has held special events under a similar expanded liquor licence area subject to similar comments outlined in the recommendation above. Staff has not received any complaints about these events. It is recommended that the Board respond to this year's special events with the same endorsement and comments as previous years.

Staff has expedited this recommendation directly to the Board to assist the applicant in meeting a deadline of May 18, 2018 to submit their application and supporting documents, including an endorsement from the Fraser Valley Regional District by way of resolution, to the Liquor Control and

Licensing 2018).	Branch	within	a mi	nimun	n of	three	(3)	weeks	prior	to	the	date	of ·	the	first	event	(June	16,

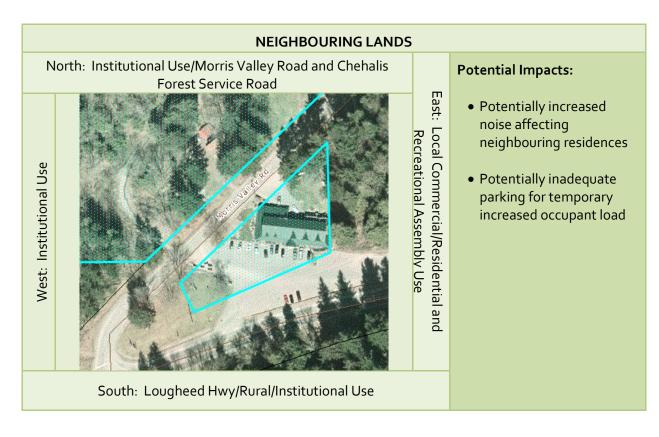
PROPERTY DETAILS



Owner	Sasquatch Inn Ltd.
Agent	Nancy Maclean
EA	Electoral Area "C"
Zoning	C-2 (Highway Commercial)
ОСР	HC (Highway Commercial)
C	

Comments:

Property is not located within the ALR.



DISCUSSION

The agent of the Sasquatch Inn has submitted an application (**Appendix "A"**) to the Liquor Control and Licensing Branch for temporary changes to the existing liquor licence to allow for increased occupant loads and extension of the licensed area for the following special events being hosted in 2018:

Event	Date	Event Purpose
Jim Maclean Memorial Golf Tournament (Annual)	Saturday, June 16, 2018 4:30pm — 11:00pm	Fundraiser for Heart & Stroke Foundation
Sasquatch Inn Motorcycle Show and Shine (Annual)	Sunday, July 29, 2018 12:00pm – 6:00pm	Fundraiser for Zajac Ranch

No further Fraser Valley Regional District approvals, permits, or licences are required for the planned events.

The Sasquatch Inn has held special events under a similar expanded liquor licence area subject to similar comments outlined in the recommendation above. These previous events have not resulted in any complaints from the community.

COST

There is no cost recovery for the review of Liquor Control and Licensing Branch applications.

CONCLUSION

Staff recommends that the Board endorse the current application for the increased occupant loads and temporary extension of the licensed area as has been done previously for the Sasquatch Inn at 46001 Lougheed Hwy, Electoral Area "C".

COMMENTS BY:

Margaret Thornton, Director of Planning & Development: Reviewed and supported.

Mike Veenbaas, Director of Financial Services: No further financial comment.

Paul Gipps, Chief Administrative Officer: Reviewed and supported.

Appendix "A" **Liquor Control and Licensing Branch Application**



Liquor Control and Licensing Stanich eth Floor, 3950 Chouglas St, Victoria, B.C. VWW 8.18 Nagli P.O. Box 9829 Str. Provincial Gevt. Victoria, B.C. VWW 9.18 Phone: 1 886 209-2111 Fax: 280-852-7098

TEMPORARY CHANGE TO A LIQUOR LICENCE FOOD PRIMARY, LIQUOR PRIMARY, LIQUOR PRIMARY CLUBS & MANUFACTURERS ENDORSEMENTS

	Liquior Co	introl and Licensing Fe	orm LCLB023
Instructions: Complete all applicable fields and then submit with payment as outlined in form online and then print. If you have any questions about this applicatio free at:1 866 209-2111. A complete application including the supporting of in advance of your event(s); otherwise your application will not be accepted.	Part 11 of this applica on, call the Liquor Contr documents must be sut	tion form. You may con rol and Licensing Brand emitted a minimum of th	nplete this h (LCLB) toll-
Applications requesting discretion to policy (see Part 9) must be submitted otherwise your application will not be accepted and will be returned to referred to in this document can be found at: www.gov.bc.ca/liquorregulati	you with the fees. L		
Licensee Information	Office	use only	
Licence number: 136311	Job N	o. (C3-LIC)	
Type: Food Primary Liquor Primary Liquor Primary Club	Winery		
Licensee name (as shown on licence): Sasquatch Inn Ltd			
Establishment name (as shown on licence): Sasquatch Inn Ltd			
Establishment Address: 46001 Lougheed Hwy	larrison Mills	вс	VOM 1L0
Street	City	Province	Postal Code
Contact Name: Nancy Maclean	Title/Position: Asst N	Manager	
Business Tel with area code: 604-796-2730 Business Fa	ax with area code: 604	-796-2911	
Business e-mail: sasquatchinn@shaw.ca			
Business Mail address (different from about)	Harrison Mills	BC	VOM 1L0
Street.	City	Province	Postal Code
Note: An authorized signing authority of a licensee can appoint a representative to interact with the branch on the	teir behalf by completing form LCL	B101 Add, Change or Remove Lice	посе Пергезалізбіч
Part 1: Temporary Change Requested Please check the appropriate boxes below. You may complete more than of for the same licence number. Note: Categories noted by an asterisk (*) re			
Type of change requested		Com	plete Sections
Temporary change to hours of sale			
 Liquor-Primary and Liquor-Primary Club licences, and manufacturer or special event endorsements – any hours changes* 	lounge	1, 2,	3, 10, 11, 12
Food-Primary licences – requests for hours of sale later than midnight	nt*	1, 2,	3, 10, 11, 12
Food-Primary licences – requests for hours of sale before midnight			1, 2, 3,10, 11
Temporary patron participation entertainment endorsement* Food-Primary licences only		1, 2	2, 4, 10, 11,12
Temporary extension of licensed area Food-Primary licences only			1, 2, 5, 10, 11
☐ Temporary extension of licensed area*			
Liquor-Primary and Liquor-Primary Club licences, and manufacturer loc Temporary location change*	unge or special event e	endorsements. 1, 2,	, 6, 10, 11, 12
Liquor-Primary and Liquor-Primary Club licences only (no increase in	patron or person capac	sity) 1, 2,	7, 10, 11, 12
 Temporary location change Food-Primary licenses only (no increase in patron or person capacity) 			1, 2, 8, 10, 11
Other Applies to all change requests other than these listed above			1, 2, 9, 10, 11
ryprod to dii diidiigo ioquodo vilidi sidii siddo iidiau diuvyb			

	n Temporary Cl details including w			rs of the event a	and its purpose:		
Saturday, June Hosted by the Current seatin	Memorial Golf Tour 116, 2018 430pm Sasquatch Inn. For g capacity is 144 nt - wish to make	-11pm undraiser for th	e Heart & Strok				
Sunday, July 2 Hosted by the	Annual Motorcyc 9, 2018 12-6pm Sasquatch Inn. F						
	g capacity is 144 ent - wish to make	extended area	licensed for 10	00			
Date(s) from: +	m/osy) 06/16/201	8	To: (mn/estyy) 07	//29/2018	(inclusi	ve)	
Part 3: Tempe	orary Change to	Hours of Sal	e				
Fee: \$330	and Liquor-Primary			er lounge or spo	ecial event endo	rsements – any	hours changes*
Fee: \$330 Food-Primary lie	cences – requests	for hours of sale	a later than midn	ight"			
Fee: \$110 Food-Primary lie	cences – requests	for hours of sale	e before midnigh	t (local governn	nent/First Nation	ns comment not	required)
Note: These o	ategories () requir	e local governm	ent/First Nation	comment.			
Control and Lice	apply for a tempor insing Act, Regulat more information o	lions, branch po	licies and/or orig	inal terms and	conditions of lice	ny restrictions v ensing.	within the Liquor
Please provide	the following inform	nation:					
Current hours of	of sale:						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Ope	n						
Clos	ed						
Requested hou	rs of sale: (Maxim	um hours permi	tted by regulation	n are between	9:00 am to 4:00	am of the same	business day)
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Ope	n						
Clos	ed						

Part 4: Temporary Patron Participation Entertainment Endorsement	Fee: \$330
(Food-Primary licences only)	
Licensees may apply for a patron participation entertainment endorsement for a limited period, subject to any restrictions Liquor Control and Licensing Act, Regulations, branch policies and/or original terms and conditions of licensing.	within the
Note: This application process requires comment from your local government/First Nation. See Part 12 for more inform process.	ation on this
Describe the type of entertainment you are requesting:	
Patron participation must end by midnight unless approved by LCLB and local government/First Nations. There are restri- to forms of entertainment, sound systems, etc. If you are uncertain about any of the details of your proposal, please cons- licensing staff at LCLB in Victoria (see contact information in Part 11).	
Part 5: Temporary Extension of Licensed Area (food-primary licences only)	Fee: \$110
This change enables licensees to apply for a temporary extension of their establishment's licensed areas for a limited per any restrictions within the Liquor Control and Licensing Act, Regulations, branch policies and/or original terms and conditionsing. Approval of this temporary change request permits the licensee to operate only at the capacity on the face of ticence plus the capacity of the extension area. If in doubt, consult with licensing staff at LCLB in Victoria (see Part 11 for This application process does not require comment from your local government/First Nation.	tions of their current
Please provide the following information and documents:	
Current total capacity, including patios (as shown on licence);	
Identify the area (person/patron as shown on licence) to be extended;	
Floor plan of the extended area showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas:	ng
 Floor plan must have occupant load of the extended area marked/stamped on the plans by provincial fire or buildi authority (or designate) where the extension is indoors or within a permanent structure. Provide proposed capacity of extended area if extension is outside; and 	ing
Where the extension area is not on property owned or controlled by the licensee, provide written approval for such a property owner.	use from the
Part 6: Temporary Extension of Licensed Area	Fee: \$330
(liquor-primary, liquor-primary club licence and manufacturer lounge and special events endorsements only)	
Licensees may apply for a temporary extension of their licensed areas for a limited period, subject to any restrictions with Control and Licensing Act, Regulations, branch policies and for original terms and conditions of licensing. Approval of this change request permits the licensee to operate at the capacity on the face of their current license plus the capacity of the area.	is temporary
Note: This application process requires comment from your local government/First Nation. See Part 12 for more information process.	ation on this
Please provide the following information and documents:	
Current total capacity, including patios (as shown on licence);	
Identify the area(s) to be extended;	
Floor plan of the extended area(s) showing how perimeter is defined, dimensions and its physical relationship to exilicensed areas:	
 Floor plan must have occupant load of the extended area marked/stamped on the plans by provincial fire or build authority (or designate) where the extension is indoors or within a permanent structure. Provide proposed person capacity of extended area(s) if extension is outside; and 	-4
Where the proposed area is not on property owned or controlled by the licensee, provide written approval for such a property owner.	use from the

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LCLB023

Temporary Change to a Liquor Licence

Part 7: Temporary Location Change (liquor-primary and liquor-primary club licences only)
(no increase in patron or person capacity)
Licensees may apply for a temporary change of location of one or more licensed areas in their establishment, to accommodate special events but this change permits no increase in licensed capacity. Proposed changes must comply with occupant load limitations.
Note: This application process requires comment from your local government/First Nation. See Part 12 for more information on this
process.
Current area capacities, as shown on licence:
Area #1 Area #2 Area #3 Area #4 Patio #1 Patio #2
Proposed temporary changes in capacity (no increase in total capacity permitted):
Area #1 Area #2 Area #3 Area #4 Patio #1 Patio #2
Please attach the following documents:
Floor plan of the proposed area(s) showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas.
 Floor plan must have occupant load marked/stamped on the plans by provincial fire or building authority (or designate), where the extension is indoors or within a permanent structure. Provide proposed capacity of the new area if outdoors.
Where the proposed area is not on property owned or controlled by the licensee, provide written approval for such use from the property owner.
Part 8: Temporary Location Change (food-primary licences only) Fee: \$110
(no increase in patron or person capacity)
Licensees may apply for a temporary change of location of one or more licensed areas in their establishment, to accommodate special events but this change permits no increase in licensed capacity. Proposed changes must comply with occupant load limitations.
Note: This application process does not require comment from your local government/First Nation.
Current area capacities, as shown on licence:
Area #1 Area #2 Area #3 Area #4 Interior lounge
Patio #1 Patio #2
Proposed temporary changes in capacity (no increase in total capacity permitted):
Area #1 Area #2 Area #3 Area #4 Interior lounge
Patio #1 Patio #2
Please attach the following documents:
For food-primary licences:
Floor plan of the proposed area showing how perimeter is defined, dimensions and its physical relationship to existing licensed areas.
 Floor plan must have occupant load marked/stamped on the plans by provincial building or fire authority (or designate), where the extension is indoors or within a permanent structure. Provide proposed capacity of the new area if outdoors.
Where the proposed area is not on property owned or controlled by the licensee, provide written approval for such use from the property owner.

Part 9: Othe	r						Fee: \$110 fo	r each request
Complete this	section if you are re				ed in Part 1, pa	age 1.		
If your request approved. All o consider additi	request in detail, us t requires an exercis documentation to su ional materials subn s. Requests for discr	se of discretio apport your re nitted after a	n: provide a wr quest for discre completed appl	itten submis ation must be lication is re-	e submitted to selved. For m	ogether in one po ore information:	ackage; the branc see your licence s	h will not
Date(s) from:		To:		(inclusive)	Time(s):			
	(mm/dd/yy)		(mm/6d/yy)		L			
Part 10: Dec	laration							
	(c) of the Liquor Cor ormation in the follo							
	required and as sp		4.5	-		sierred to in sec	001 12, (ii) WHOIT	naning a
As the license	e or authorized sign	atory of the li	censee Lunde	rstand and a	offirm that all o	of the information	n provided is true	and complete.
ris the meeting	- or au-onzed ag-	accery on the h						and danighted
	1.	11						
Signature:		11_						
Signature		Authorized signal	tory of the licensee					
Name: Mack	ean, Ian Bruce			Position:	GM/owner		Date: 04/04/20	18
		/first./ meddle)		J	(if not an in	ndvidual)	(DayIV	forth/Year)
	er or third party operator may							
appropriate individual If the licensee is an If the licensee is an If the licensee is an If the licensee is an	signed by an individual with the of will be as follows: in edividual or sole proprietor, corporation, a duly authorized general partnership, one of the limited partnership, the general society, then a director or a se-	the individual himse I signalory who will in partners al partner of the par	d'herself usually be an officer or themhip	, in some cases, a		it the individual who sign	s this form is authorized to	do so, Typically, an
If an authorized signs	alory has completed the Add, branch will accept the license	Change or Remove	Licerane Representa		1) and they have sox	ecfically pervited a lice	insee representative to sign	n this form on the
Part 11: App	lication Fees - P	ayment Op	tions			Total Fee S	Submitted: \$ 32	30
In accordance	e with Payment Care	d Industry Sta	andards, the bra	anch is no lo	nger able to a	accept credit car	d information via	email.
Payment is by	r (check (☑) one):							
Cheque, p.	ayable to Minister o	f Finance (if o	heque is return	ned as non-s	sufficient fund:	s, a \$30 fee will	be charged)	
C Money ord	ler, payable to Minis	ter of Financ	8					
Credit care	d: C VISA C Mast	terCard C Al	MEX					
	submitting my appi 52-5787 or 1-866-2 n full.							
(lam : page.	submitting my applic	cation by fax	or mail and ha	ve given my	credit informa	ation in the space	ce provided at the	bottom of the
LCLB023				5 of 6			Temperary Change	e to a Liquor Lisense
Credit Card In	nformation (To be s	submitted by t	ax or mail only	,				
Name of card	sholder (as it appear	s on card):						
Credit card no	umber:					Expiry date:	7/	
						_	(Month)	(Year)
Circut								

	☐ Objection	□ No objection
Comments:		
and the second production of the second produc		
lame of Municipality/Regional District/First Nations:		
lame (print)	Phone:	
ide:	E-mail:	
Signature:	Date:	
Part 13: What Happens Next?		
The temporary change application process: If the requested temporary change(s) require local government/Fit pplication form and all required documents to their local government complete and sign Part 12. The applicant will submit the signed application, all required documents.	t/First Nation and request that the loc	al government/First Nation
Note: Applicants must ensure they submit their completed application or discretion - see Part 9) before the proposed change. Otherwise, y	n a minimum of three (3) weeks (or to	vo (2) months, if it's a reque
The LCLB licensing staff will review the application package and documents required before the application can be processed.	advise the applicant by phone, mail o	
 LCLB licensing staff will request comments from the local liquor in If required, the local liquor inspector will work with the applicant on LCLB licensing staff will review the comments from the local gover. LCLB staff will contact the applicant by, fax or mail to let them knowll receive LCLB's decision in writing. 	n security and related issues. enment/First Nation (if applicable) an	d local liquor inspector. en approved. The applican
The information requested on this form is collected by the Liquid Control and Licensing Branch is be used for the purpose of liquid licensing and compliance and inforcement meters in according	ndo: Section 26 (a) and (c) of this Freedom of Informati	on and Protection of Privacy Act and will

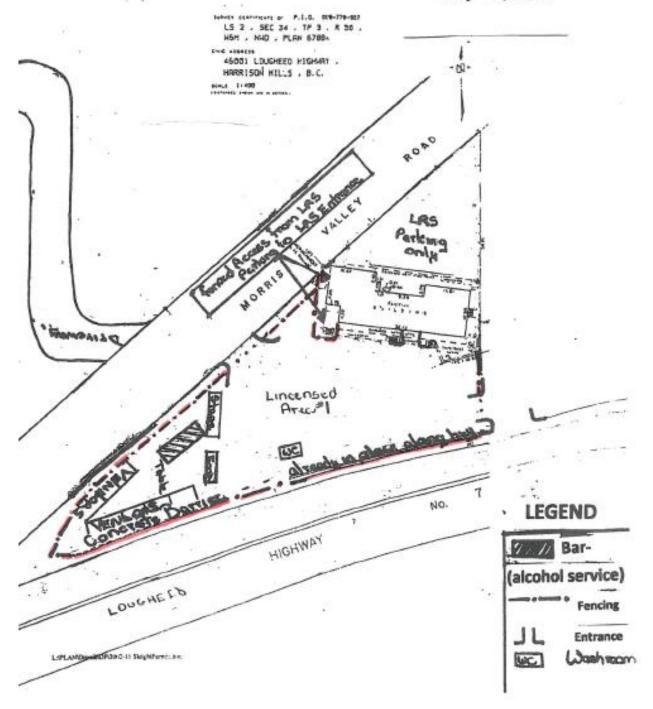
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Temporary Change to a Liquist Lisense

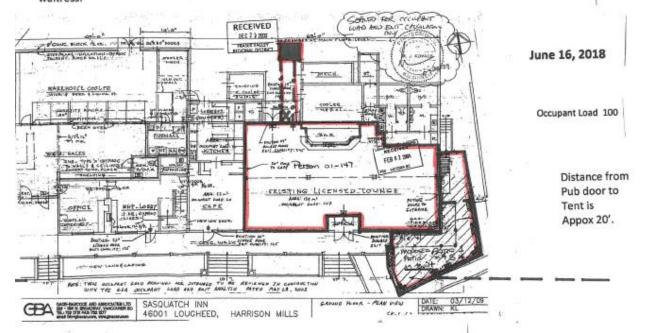
SHOW & SHINE

July 29, 2018



GOLF TOURNAMENT

Black mark indicates two 20'x20' tents, they will be attached. The tent will have barricades around it for the event to ensure that no patrons veer outside the red line area. X marks the door we will be using. The tents in this plan will have security personel to monitor that the patrons stay inside the proper area as well as the waitress.



PARKING LOT



Uson' Central and Licensing Shanch #A Floor, 3350 Douglas St. Victoria, SC VWW 9.6 Mail: PO See 5032 Stin Profesiolal Govt, Victoria, BC VWW 9.6 Phone: 1805 289-2111 Pair: 258-452-7066

SECURITY PLAN FOR TEMPORARY USE AREA ACTIVATIONS

Liquor Control and Licensing Form LCLB052

Information and Instructions:

This Security Plan must accompany the TUA Authorization Request that you submit to your liquor inspector for events with 500 or more people. You may also be required to provide a security plan in other situations. Copies of security plans must be sent along with approved authorizations to your local police.

- You may use this form or provide the same information in a different format, but you must describe how you will:
- · ensure that minors (if permitted in the area under your licence) do not buy or consume liquor;
- ensure that only liquor purchased under the licence is available or consumed at the event;
- · prevent over-consumption and intoxication;
- · maintain control of your patrons and ensure their safety;
- · ensure crowd control, e.g. during emergency vacating of areas, assembling stations, etc.;
- · prevent disturbances and accidents at the event;
- · ensure the capacity of the TUA is not exceeded:
- · prevent unreasonable disturbance of the immediate neighbourhood, and
- · ensure sale and service of liquor is kept within the licensed area by indicating:
 - · bound TUA locations
 - how you will monitor movement in/out/between TUA locations and manage capacity
- To submit your security plan, please contact the Liquor Control and Licensing Branch office which is closest to where the event will be held to confirm how to submit the security plan for review and approval.

Part 1: Event Description and Layout

At all events, the liquor service areas must be clearly identified and marked with barriers which are sufficient to ensure people enter and exit at approved locations. All entrances and exits must be monitored. In addition to other reasonable security features, the entrance area must be well lit, particularly where ID must be checked.

Authorization Request End Date: July 29, 2018
, TUA2, etc.)

3. Describe the physical barriers which will be in place to control and limit access to and from areas where alcohol is being sold, served or consumed. If TUA Locations will be activated adjacent to other licensed areas, how will you coordinate the migration of people between areas and control crowds to ensure that no given licensed area is above its maximum capacity?

Area #1-Fence surrounding area. Security present at each entrance/exit. 1 security guand at entrance between regular pub & area #1 to control migration of people between pub and area #1.

Fencing to ensure no access by liquor store patron to area #1. 1 security guard to ensure no migration of people between

liquor store and area #1. All security to keep running head count.

4. How will the entrances to the liquor service area be supervised?

Security guard at each entrance/exit. One guard supervising/floating throughout area #1. Management also floating throughout area #1 and pub.

- 5. Please attach a sketch/diagram of your event showing the following (see Part 5 for a sample sketch):
 - (a) The site plan including all activated TUA Locations and other licensed areas, and if and how access between areas will be allowed.
 - (b) The area(s) where liquor will be sold, served and consumed and the locations of the entrances and exits (including where ID is checked) as well as any other relevant stations.
 - (c) Event focus (location of entertainment / stage, sports activities, displays, tables and chairs (Food Primary licence), etc.)
 - (d) Other amenities, concession stands, bike storage, washroom facilities, first aid

1 manager floating through service area #1, for	entire event 12-6pm. 1 manager in regula	r pub area.	
Bartenders: How many people will be bartending which TUA areas and at which times)?	g at your liquor service (if the numbers vary,	indicate how me	ny will be stationed in
2 bartenders, and 2 bar backs in service area #1. 1 bartender and 1 bar back in pub.			
 Servers: How many people will be serving liquor in which TUA areas and at which times)? 	in your liquor service area (if the numbers vi	ary, indicate how	many will be station
In extended serving area : 0 As this area is self s In regular pub area: 5 servers	serving with bartender		
Part 3: Event Security			
Complete this part if you will be having security per Many large events require security personnel to pre	event the entrance of unruly or disruptive per	sons and/or rem	oving persons who
become unruly, disruptive, or who present a safety	risk to others. Staff or contractors providing	door security in I	icensed establishine
become unruly, disruptive, or who present a safety are required to be licensed under the Security Servi 1. How many security personnel will be attending at 5 through duration of the entire event 12-6pr	rices Act. It your event site (if the numbers vary, indicat		
become unruly, disruptive, or who present a safety are required to be licensed under the Security Servi 1. How many security personnel will be attending at	rices Act. It your event site (if the numbers vary, indicat m	e how many at v	which times)?
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Security Plan for Temporary Use Areas

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licensed area, and preventing service to minors.	ng intoxicated persons are not served and are removed from the
 Minors - Describe what measures will be put in place to prevent mi for checking identification to confirm the age of patrons, placing signs identify minor patrons, etc.) 	nors from consuming alcohol. (For example, describe procedures about the requirements for proof of age, use of wrist bands to
Signs at service area, ID check at service areas	
Signs at all entrances/exits ID check in pub by servers and/or bartenders	
Removal of intoxicated patrons - You must not permit intoxicated p make to ensure that intoxicated patrons are removed from the event a	atrons to remain in the licensed area. What arrangements will you and get to a safe location?
 Removal of intoxicated patrons - You must not permit intoxicated p make to ensure that intoxicated patrons are removed from the event a lit is our policy to ensure patrons are not seved to intoxication. If t hotel room on site 	and get to a safe location?
make to ensure that intoxicated patrons are removed from the event a It is our policy to ensure patrons are not seved to intoxication. If t	and get to a safe location? his should happen, intoxicated patron will be escorted to a

Part 4: Prevention of Over Service, Intoxication and Service to Minors

The information requested on this form is collected by the Liquor Control and Licensing Branch under Section 26 (c) of the Freedom of Information and Protection of Privacy Act and will be used for the purpose of figure incertainty and compliance and enforcement matters in accordance with the Liquor Control and Licensing Act. Should you have any questions about the collection, use, or decidence of personal information, please contact the Freedom of Information Officer at PD Box 9382 STN PRDV GNT, Victoria, BC, VWW 946 or by phone tell free at 1-866-206-2111.