

**CITY OF MARYVILLE, MISSOURI**  
**Application for Catering Liquor by the Drink**



1. Full Name of Applicant: \_\_\_\_\_  
Applicant's Licensed Business Name: \_\_\_\_\_  
Business Address \_\_\_\_\_  
Telephone No: \_\_\_\_\_ (Daytime) \_\_\_\_\_ (Evening)
2. Event to be Held: \_\_\_\_\_  
Date of Event: \_\_\_\_\_ Time requested \_\_\_\_\_  
Location Event is to be Held \_\_\_\_\_
3. Other Pertinent Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\* Said application shall be received by the City Clerk no less than fifteen (15) days prior to the scheduled event.**

**\*\*The temporary catering permit shall be effective for a period not to exceed one hundred sixty- eight (168) consecutive hours.**

**\*\*For each permit issued, a fee of fifteen dollars (\$15) shall be paid for each calendar day for which the permit is issued.**

**\*\* If event is held on City property, \$1,000,000 general liability insurance, naming the City of Maryville as additional insured, shall be provided.**

**\*\* The Approval Letter is a temporary document that will be upgraded to a Certificate of Catering Permit once the City is provided a copy of the State's approval document.**

\_\_\_\_\_  
Applicant/Caterer

\_\_\_\_\_  
Date

By City: APPROVED / DENIED

\_\_\_\_\_  
City Manager or City Clerk

\_\_\_\_\_  
Date

**INDEMNIFICATION AND HOLD HARMLESS AGREEMENT**  
(Organizations)

The **Lessee** shall indemnify and hold harmless the **City** and all of its officers, agents, and employees from all suits, actions, or claims of any character brought for or on account of any injuries received by any person or property resulting from the lease, except to the extent such suit, action or claim is caused by the sole negligence or willful misconduct of the **City**, its officers, employees or agents.

Any organized group shall further agree to list the **City** as an additional insured on any and all general liability policy, with a combined single limit of not less that \$1,000,000 per occurrence as well as proof of worker's compensation coverage. In those cases when a general liability policy has an annual aggregate limit, the aggregate limit should not be less than 2 times, the per occurrence limit, or \$2,000,000. **Lessee** will provide the city with a certificate of insurance and obtain a copy of the additional insured endorsement prior to event.

**CITY OF MARYVILLE, MISSOURI**  
**A MUNICIPAL CORPORATION**

**CITY OF MARYVILLE**

\_\_\_\_\_  
Mayor, City of Maryville

**ORGANIZATION**

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title

**ATTEST:**

\_\_\_\_\_  
Sheila Smail, City Clerk