



200 N. Lake Street  
Cadillac MI 49601  
Phone (231) 775-0181  
[www.cadillac-mi.net](http://www.cadillac-mi.net)

Today's Date \_\_\_\_\_

City Received Date

*MUST BE OFFICIALLY CITY DATE STAMP*

## Alcoholic Beverage Request Form

Event Name \_\_\_\_\_

Requesting Organization \_\_\_\_\_

Contact Person(s) \_\_\_\_\_

Contact Phone \_\_\_\_\_ Contact Email \_\_\_\_\_

Date of Event \_\_\_\_\_ Approx. number of participating groups \_\_\_\_\_

Starting Time \_\_\_\_\_ Ending Time \_\_\_\_\_

### City of Cadillac & State of Michigan Guidelines:

- Double fence for Public Events
- Inspection of site
- Market at the Cadillac Commons requires either all sides down or 3 sides down with one side of fencing that the city has available for rent (\$100)
- Cash Bar requires State of Michigan Liquor License
- Open Bar requires the Event to be a private event not open to the public i.e. Weddings, reunions Etc.
- City Council Approval (Article 1 Sec. 26-8)
- Liability Insurance naming City of Cadillac

Form must be mailed or delivered to the above address or emailed to: [mvandermeulen@cadillac-mi.net](mailto:mvandermeulen@cadillac-mi.net)

I understand and agree to these requirements & understand if these are not met the request will be denied.

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Request will be reviewed & you will be notified if additional information is needed.**