

LAKE COUNTY FAIRGROUNDS  
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Open 365 Days

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**LAKE COUNTY BOARD OF COMMISSIONERS**

KYLE W. ALLEN Sr., 1<sup>ST</sup> District  
JERRY TIPPY, 2<sup>nd</sup> District  
MICHAEL REPAY, 3rd District

**SUPERINTENDENT**

PAUL CARLSON

**ALCOHOL POLICY**

ALCOHOL may be served but will require a certified server, certificate of Insurance, and a temporary beer and wine permit.

For hard liquor or full bar service, an INDIANA licensed caterer must provide and serve the alcohol.

# New Alcohol Permit Required for Shelters/Facilities

Per Indiana state law, a temporary Beer/Wine Permit or a Catering Permit is required for any event occurring in a business or public place where alcoholic beverages will be served. Any person wishing to have or serve alcoholic beverages must contact the Indiana State Excise Police District 1 Office at (574) 264-9480 or e-mail [dist1@atc.in.gov](mailto:dist1@atc.in.gov) to obtain a Temporary Beer/Wine Permit. The requirements for this permit and for a Catering Permit are below:

## Temporary Beer/Wine Permit

A temporary permit is good for beer and wine only – not liquor. If you want to have liquor served at your event, you must have a licensed alcoholic beverage caterer. A temporary permit is valid for on premises consumption only. Carry-out sales are not permitted and persons are not allowed to bring alcoholic beverages into the temporary function.

The fee is Fifty (\$50.00) Dollars per day. The fee must be paid by business check, money order, certified check or cashier's check. Cash will only be accepted if the application is hand-delivered to the ATC in Indianapolis.

In order to receive a temporary permit, you must submit the following to the Commission:

- A completed application containing all required signatures. (see below)
- A floor plan submitted on 8 ½ x 11 sheet of paper. (Floor plans must be legible and if a family room is to be utilized, it must be specified on the floor plan.)
- The proper fee.
- The signature of approval from an officer of the Lake County Sheriff's Department having authority over the location and subject matter.
- The signature of the Excise Police Officer who has jurisdiction over the location. (THIS SIGNATURE MUST BE OBTAINED LAST)
- When obtaining Excise approval signatures, if you do not know the local Excise district for your event, you can obtain this information from our website – Contact the Indiana State Excise Police at <http://www.in.gov/atc/isep/2379.htm>.

An Excise Officer reserves the right to hold the application for review if he/she deems necessary. The temporary permit may be revoked for good cause.

**THE COMPLETED APPLICATION MUST BE SUBMITTED TO THE LOCAL EXCISE OFFICE AT LEAST FIFTEEN (15) DAYS PRIOR TO THE EVENT. FAILURE TO DO SO MAY RESULT IN DENIAL OF THE APPLICATION.**

You must have individuals (at least 21 years of age) who are licensed servers and bartenders to serve at the temporary function. Temporary Employee permits are available that can only be used during the temporary function. Temporary Employee Permit applications can also be downloaded at <http://www.in.gov/atc/isep/2379.htm>.

Questions may be directed to Nicole Anderson at the ATC at (317) 234-4315 or the ATC Main Office at (317) 232-2430.

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