

NON TRADITIONAL FOOD VENDOR APPLICATION

**SAMPLE Liquor Control Commission PERMISSION REQUEST** (Sidewalk Cafés Only)

\_\_\_\_\_ Date

Liquor Control Commission  
State Secondary Complex  
7150 Harris Drive  
P.O. Box 30005  
Lansing, MI 48909

To Whom it May Concern:

The \_\_\_\_\_ wishes to participate in the Great Lakes Folk Festival by setting up a sidewalk café and will be serving alcoholic beverages and food in a roped off area. The area will be policed by our staff.

We also agree to adhere to the following rules set up by the City of East Lansing:

1. The outdoor service area will be roped off and will be closely supervised by members of our staff. No alcoholic beverages will be allowed outside the service area.
2. We have attached an 8" x 11" drawing of the area we wish to utilize.
3. We understand that the East Lansing Police Department has the right to deny further participation if the rules are not complied with or if problems arise due to our outdoor service.
4. We agree to strictly adhere to the hours set for the event:
  - August 13, 2004, 5:30-10:30 p.m.
  - August 14, noon-10:30 p.m.
  - August 15, noon- 6:00 p.m.

**NOTE: By state law, no alcohol may be served before noon on Sunday**

We will have one-half (½) hour to completely clean up and clear off the sidewalk café after the closing hour.

Thank you for your consideration.

Sincerely,

\_\_\_\_\_, Manager

\_\_\_\_\_, Licensee

\_\_\_\_\_, Signature of Chief's Approval

Please deliver by June 1 to:  
Community Activities Bureau  
East Lansing Police Department

- Please include:
1. Manager's and Licensee's signature
  2. A separate sheet of dimensions and location of outdoor service