

Alcohol and Security Plan

World's Fair Park and Volunteer Landing

Public Building Authority • World's Fair Park & Volunteer Landing Event Office
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Mailing: 400 Main Street, Suite M22, Knoxville, TN 37902 • Attn: Liz Lyons

Events selling or serving alcohol on City property are required to be permitted with a Beer Permit and/or a Wine/Liquor Permit, as well as have Security onsite to maintain the alcohol sale/service. Please complete this form to outline your event security plan and submit it to the below Knoxville Police Department and World's Fair Park/Volunteer Landing Event Office contacts for review **30-days prior to the event:**

- Sgt. Donny Huskey, Knoxville Police Dept. dhuskey@knoxvilletn.gov
- Lt. Jeff Pappas, Knoxville Police Dept. jpappas@knoxvilletn.gov
- Lt. Doug Stiles, Knoxville Police Dept. DStiles@knoxvilletn.gov
- Liz Lyons, WFP/VL Event Office llyons@ktnpba.org

Event Name _____

Onsite Contact Name/Email _____

Expected attendance _____ Expected service hours* _____

Alcohol service must end 30-minutes prior to the event's finish time

Describe the locations in which the alcohol will be served onsite**

Please provide a map to the WFP & VL Event Office showing these locations.

How do you plan to ID guests consuming alcohol (ID check stations, wristbands, bartenders, etc.)?

What's your plan for containing the alcohol zones? _____

Please note that attendees who carry alcohol outside of the designated service areas are subject to fines.

Have you hired security? _____ If yes, who have you hired (please provide the business name, address, & phone number) and how many people will be onsite to handle the security? ***

*** If the event has not hired Security, please contact Sgt. Donny Huskey of the Knoxville Police Department (KPD) at 865-755-6606. Please contact Sgt. Huskey two (2) weeks prior to your event for better success. The event will be responsible for any and all costs associated with KPD services. *Please Note: World's Fair Park/Volunteer Landing Security cannot handle Alcohol Security on behalf of the event. Please call the World's Fair Park & Volunteer Landing Event Office for more information.*

Have you hired medical++? _____ If yes, please outline service hours _____

++ Medical coverage is required via COK Fire Dept.'s EMS Division for any event servicing alcohol. Please contact Mark Wilbanks at mwilbanks@knoxvilletn.gov or 865-964-4368 two (2) weeks prior to your event for better success. The event will be responsible for any and all costs associated with KFD-EMS services.

For questions for the Beer Inspector's Office, please call 865-215-7530.
For any additional questions, please call the WFP/VL Event Office.

Return this form as well as your liquor/beer permits to the Events Office via email or fax at least 30 days prior to your event.