

***IBERIA PARISH GOVERNMENT  
REQUIREMENTS FOR SPECIAL EVENT PERMIT:***

1. Permit fee must be paid prior to issuance of permit.
2. Permit is only for the date and time specified.
3. Permit allows for the sale of alcohol and both Parish and State Licenses must be obtained.
4. Permit must be obtained at least ONE WEEK prior to event.
5. Applicant must provide copy of valid lease agreement, contract, or written permission of the property owner to sell alcoholic beverages or charge an admission-type fee when the applicant does not own the property where the event will occur.
6. Applicant has met all qualifications required in Chapter 4 of the Iberia Parish Code of Ordinances for the issuance of an alcohol permit.
7. Applicant must provide a copy of liability insurance policy providing coverage of not less than \$1,000,000 per accident for the premises on which the event will be held, which policy must name Iberia Parish Government and the property owner as additional insured. Said copy must accompany application for permit.
8. Applicant must employ a sufficient number of approved security officers, as designated by the Iberia Parish Sheriff, to adequately provide crowd control activities. Security shall be coordinated with the Iberia Parish Sheriff or his representative no less than three days prior to the event.
9. The area designated for the special event must be roped off or otherwise barricaded.
10. Applicant must provide adequate parking, as determined by the Iberia Parish Sheriff, for anticipated crowds. Ingress and egress must also be provided for emergency vehicles in the event that they are needed.
11. Adequate restroom facilities, as determined by the local health unit, must be provided.



IBERIA PARISH GOVERNMENT  
Courthouse Building Suite 400  
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M. Larry Richard  
Parish President

SPECIAL EVENT PERMIT

TYPE      A      B      C

A. INDIVIDUAL APPLYING FOR PERMIT:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE No.: \_\_\_\_\_

B. BUSINESS/ORGANIZATION SPONSORING EVENT:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NO.: \_\_\_\_\_

C. DESCRIPTION OF EVENT (MUST INCLUDE TYPE OF EVENT, LOCATION, DATE, STATE TIME AND END TIME): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

VIOLETION OF ANY OF THE ABOVE MENTIONED PROVISIONS SHALL RESULT IN IMMEDIATE REVOCATION OF THE PERMIT BY THE IBERIA PARISH SHERIFF. IBERIA PARISH SHERIFF OR REPRESENTATIVE SHALL ALSO HAVE THE AUTHORITY TO REVOKE THE PERMIT AT ANY TIME IF, IN HIS OPINION, THE EVENT POSES A DANGER TO THE INDIVIDUALS PRESENT OR TO THE COMMUNITY AT LARGE.

APPLICANT SIGNATURE \_\_\_\_\_

**ADMINISTRATIVE APPROVAL:**

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_ FEE PAID: \_\_\_\_\_