

Bristol Town Administrator

From: Bristol Clerk
Sent: Thursday, August 26, 2021 2:08 PM
To: Hailey Cohn
Cc: Bristol Town Administrator
Subject: RE: Catering Alcohol Permit
Attachments: Woodbelly Pizza Special Event Permit for 09-04-2021.pdf

Hi Hailey

After a discussion with the Town Administrator I have approved and signed the Event Permit for September 4, 2021 and will forward it to the DLC (copy attached) for their approval.

The Bristol Police Department has also been notified of this event.

Good Luck.

Thanks.

Sharon Lucia
Town Clerk
Town of Bristol
PO Box 249
Bristol, VT 05443
802.453.2410 x5
clerk@bristolvt.org
www.bristolvt.org

NOTE: We are now open to the public. Our new office hours are Monday – Thursday - 8 am to 4:30 pm. The office is CLOSED on Fridays. Appointments are still required for research in the Land Records.

Please note that this email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law ([1 V.S.A. §§ 315-320](#)).

From: Hailey Cohn <hailey@woodbellypizza.com>
Sent: Thursday, August 26, 2021 1:01 PM
To: Bristol Clerk <clerk@bristolvt.org>
Cc: Bristol Town Administrator <townadmin@bristolvt.org>
Subject: Re: Catering Alcohol Permit

Thank you Sharon,
I do know that it needs to be reviewed by the town boards often before going to DLC. I am currently behind on many things and am training a new person to help with the load. I know this request is late, but if you all can oblige us this time, we would surely appreciate it.

Thank you so much,
Hailey

--
Hailey Cohn

Catering Director
hailey@woodbellypizza.com
[Schedule a virtual meeting with me](#)

On August 26, 2021 at 12:46 PM, Bristol Clerk (clerk@bristolvt.org) wrote:

Hi Hailey

These event Applications are to be approved by the Town of Bristol Selectboard before they are submitted to the Department of Liquor Control (DLC). We do not have another Selectboard meeting until September 13. We just had one on August 23. Your event is being held on September 4, 2021.

I am including the Town Administrator on this email to determine if we can obtain Selectboard approval for this Application so it can be submitted to the DLC to meet their 5 day requirement. I'm surprised the DLC did not explain to you that Town approval was required before submitting the application to them.

We will be in touch.

Thanks.

Sharon Lucia
Town Clerk
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From: Hailey Cohn <hailey@woodbellypizza.com>

Sent: Thursday, August 26, 2021 12:28 PM

To: Bristol Clerk <clerk@bristolvt.org>

Subject: Catering Alcohol Permit

To whom it may concern:

Attached you will find our application to serve alcohol at a catering event in Bristol on 9/4/21. The DLC has already received our payment. Please let me know if you need anything else. Thanks in advance.

--

Hailey Cohn

Catering Director

hailey@woodbellypizza.com

[Schedule a virtual meeting with me](#)

Request to Cater Malt, Vinous and/or Spirituous Liquors

\$20.00 Application Fee (must be included)

License Number: 9336-001-1KIT-001

Licensee Name: Woodbelly Pizza, LLC

Doing Business as: Woodbelly Pizza

Street: 87 Barre St Town/City Montpelier

Contact Name & Phone: Hailey (802) 522-3476

Email or Fax: Hailey@woodbellypizza.com

**BE SURE TO READ INSTRUCTIONS BELOW
BEFORE COMPLETING APPLICATION**

1) Describe type of event: Wedding Reception

2) Location of event: 4 Pine St Bristol, VT

3) Date of event: 9/4/21

4) Hours of operation from beginning to end: 4pm - 9pm

Approximate number of persons expected: 100

Signed: Hailey [Signature] Date: 8/26/21

**Each catered event must have approval from the Town/City
before submitting this application to Liquor Control.**

Please check one: Approved Disapproved

Sharon Lucia
Town/City Clerks Signature (Catered location)

Bristol
Town/City

8/26/2021
Date

SUBMIT THIS APPLICATION TO DLC AT LEAST 5 DAYS PRIOR TO EVENT

DIRECTIONS:

- 1) Submit to Town/City Clerk for approval (Town/City Clerk will send to DLC).
- 2) Follow all Liquor Control laws and regulations (what applies to a first or first and third class license also applies to the caterer's license).
- 3) Must have a defined area for serving and consumption of alcohol with designated barriers.
- 4) Must have separate toilet and lavatory facilities available for both men and women.
- 5) Provide sufficient number of employees for control purposes.
- 6) No personal checks will be accepted.