

# DragonSports USA Request for Proposal Portland Festival Beer Garden

Name of Applicant: \_\_\_\_\_  
Current Regular alcohol beverage license holder? \_\_\_\_\_  
Applying for a temporary alcohol beverage license? \_\_\_\_\_  
Email Address of Applicant: \_\_\_\_\_  
Mailing Address of Applicant: \_\_\_\_\_  
Phone Number of Applicant: \_\_\_\_\_

Please check one of the below:

- I am applying for Beer Garden Revenue Share**
  
- I am applying for Beer Garden Sponsorship**

Proposed Revenue Share or Sponsorship for the Portland Dragonboat Festival Beer Garden \*:

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\*Sponsorship can be any amount in excess of \$1000. Publicity and promotion are scaled to the amount of Sponsorship. Presenting Sponsors of the Portland Dragon Boat Festival donate a minimum of \$5000.

## Guidelines and Requirements for Outdoor Beer Gardens

An outdoor beer garden is defined as an open air, roofed or unroofed area, where beer and/or other alcoholic beverages are served or consumed, whether permanent or temporary, and whether on private or public property. The beer garden will be located on the grassed area north of the Hawthorne Bridge between bike path just north of the bridge; south of the Portland Rose Festival offices; and west of the seawall walkway. The provider will have a minimum of 60 feet X 90 feet, but not to exceed 100 feet X 90 feet to set up their beer garden.

Application is made to the DragonSports. The board will review applications and select the most qualified applicant.

1. What DragonSports will provide:
  - a. Festival area to hold activities (see map for details)
  - b. Toilets
  - c. Garbage/Recycling
  - d. Power

- e. One 20'x20' tent
  - f. Overnight security
  - g. Water
  2. What winning bidder will provide:
    - a. Fencing
    - b. Chairs\*
    - c. Tables\*
    - d. Additional tents\*
    - e. OLCC permit and any other permits required
- \*Chairs, tables and additional tents may be rented through DragonSports vendor at cost of winning bidder
3. Area must comply with all state and local building and fire codes regarding such things as exits, exit lights and capacity and is subject to inspection by the Fire Inspector.
  4. Beer garden location must comply with any regulations listed by the OLCC & Portland Fire Department.
  5. License holder is responsible to know the occupancy and capacity limits for the area and must exhibit a plan with a system or device to monitor this.
  6. Other permits may be required such as dance licenses, noise variance, background music permits, or good neighbor requirements. You do not have to apply for the actual license until we approve your application. This is just to clarify that you are aware of all the requirements expected in order to run the Beer Garden.

## Key Dates

05/08/2015 – Application due to Dragon Sports

05/10/2015 – Decision on bid will be announced

05/15/2015 – OLCC and fire permit filing process must have started.

06/01/2015 – Copies of the all approved permits must be provided to DragonSports

9/11/2015 – Set up of Beer Garden and potential welcome party for paddlers

9/12/2015 - Day 1 of races (include proposal for hours of operation)

9/13/2015 - Day 2 of races (include proposal for hours of operation) and tear down of Beer Garden

## The OLCC requires the following in order to obtain a liquor license:

### Forms

Temporary Sales License Application

[http://www.oregon.gov/olcc/docs/liquor\\_license\\_and\\_license\\_process/tsl\\_application\\_form.pdf](http://www.oregon.gov/olcc/docs/liquor_license_and_license_process/tsl_application_form.pdf)

Plan to Manage Special Events

[http://www.oregon.gov/olcc/docs/liquor\\_license\\_and\\_license\\_process/tsl\\_plan\\_to\\_manage\\_special\\_events.pdf](http://www.oregon.gov/olcc/docs/liquor_license_and_license_process/tsl_plan_to_manage_special_events.pdf)

Identifying a Special Event Licensed Area

[http://www.oregon.gov/olcc/docs/liquor\\_license\\_and\\_license\\_process/identifying\\_special\\_event\\_licensed\\_area.pdf](http://www.oregon.gov/olcc/docs/liquor_license_and_license_process/identifying_special_event_licensed_area.pdf)

## **Guides**

Temporary Sales License Application Guide

[http://www.oregon.gov/olcc/docs/liquor\\_license\\_and\\_license\\_process/tsl\\_application\\_guide.pdf](http://www.oregon.gov/olcc/docs/liquor_license_and_license_process/tsl_application_guide.pdf)

Guidelines for Non-Profit Organizations and Special Events with Alcohol

[http://www.oregon.gov/olcc/docs/liquor\\_license\\_and\\_license\\_process/nonprofit\\_guidelines\\_tsl.pdf](http://www.oregon.gov/olcc/docs/liquor_license_and_license_process/nonprofit_guidelines_tsl.pdf)

What Every Volunteer Alcohol Server Needs to Know

[http://www.oregon.gov/olcc/docs/publications/what\\_every\\_volunteer\\_server\\_needs\\_to\\_know\\_02\\_2008.pdf](http://www.oregon.gov/olcc/docs/publications/what_every_volunteer_server_needs_to_know_02_2008.pdf)

All forms are required to be filled out and submitted with this application for our reference and to prove the bidder is aware of the requirements.

Customer Experience Requirements:

- Fun and cooperative environment for our participants
- Variety of beer – preferably local
- Cost to be no more than \$5/drink
- Music/Entertainment

## **Accountability for Failure to Provide Beer Garden**

If the vendor fails to operate the Beer Garden as outlined in its proposal, DragonSports will suffer economic damage through loss of sponsorship or revenue sharing. In the event of a sponsorship arrangement, vendor will pay to DragonSports 25% of the total agreed upon sponsorship amount for every day that the Beer Garden is not open as proposed. In the event of revenue sharing, it would be difficult to determine the exact amount of damages that would be caused if the Beer Garden is not open as proposed, therefore vendor agrees to pay to DragonSports as liquidated damages \$100 for every hour (not to exceed \$2000) that the Beer Garden is not open as proposed as a reasonable estimate of the actual damages that it would have suffered.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2015

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Signature

