



**SECTION 2** What type of security and control measures will you take to prevent violations of liquor laws at this event?  
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

0 Number of Police 6 Number of Security Personnel  Fencing  Barriers

**Must** explain security measures: There are barricades to the entrance of the fiesta where the liquor is being sold.

**SECTION 3** What is the purpose of this event?

On-site consumption  Off-site (auction/wine/distilled spirits pull)  Both

How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?  
Check one of the following boxes. (R-19-318)

A)  Special Event being held on an **unlicensed** premises will require approval and signature by the Local Governing Body on page 3. (If checked move to section 4)

B)  Will this event be held on a currently licensed premises and within the already approved and licensed area?  
(**Must attach a letter from the licensed premises with an explanation of the option checked below**)

- | Name of Business  | License Number | Phone (Include Area Code) |
|---|----------------|---------------------------|
| <input type="checkbox"/> Place license in non-use - <i>Special Event Licensee selling all alcohol without retailer involvement</i><br><b>Must attach letter from the location suspending license for duration of special event</b>  |                |                           |
| <input type="checkbox"/> Dispense and serve all spirituous liquors under retailer's license – <i>Business operates normally, minimum of 25% of gross revenue from alcohol sales is donated to licensee</i>  |                |                           |
| <input type="checkbox"/> Dispense and serve all spirituous liquors under special event - <i>The special event licensee is in charge of selling alcohol that was purchased or donated by the special event licensee. The retailers existing alcohol inventory must be separated from any alcohol used during the special event. <b>Must attach letter from the location suspending license for duration of special event</b></i> |                |                           |
| <input type="checkbox"/> Split premise between special event and retail location - <i>Both the special event licensee and the retailer will conduct sales of alcohol. (These sales will be done in separate areas. If alcohol is donated or purchased by the special event licensee it must be in a separate area than the alcohol that is dispensed by the licensed retailer.)</i>   |                |                           |
| <input type="checkbox"/> <b>Off Sale only - Wine/Distilled Spirits Pull, Live or Silent Auctions</b> – <i>Retailer will still be permitted to conduct all normal sale and service of alcohol.</i>   |                |                           |

**SECTION 4**

- Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?  
 Yes  No If yes, attach letter of explanation.
- How many special event days have been issued to this organization during the calendar year? 0
- Is the Organization using the services of a Special Event Contractor? (A licensee can utilize the services of a special event contractor who may purchase and sell alcohol on behalf of the licensee. If no special event contractor is listed, the licensee is responsible for the sales and service of alcohol.)  
 Yes  No If yes, please provide the Name of the Special Event Contractor: \_\_\_\_\_
- Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol? (Licensees who hold a series 6, 7, 11, or 12 license are automatically qualified to be the special event contractor)  
 Yes  No if yes, please provide the Name of Licensee: \_\_\_\_\_ License #: \_\_\_\_\_
- List the name of the Individual or Organization that will receive revenues, **MUST EQUAL 100 PERCENT.**

**Attach additional sheet if necessary.**

5. List the name of the Individual or Organization that will receive revenues, **MUST EQUAL 100 PERCENT.**

**Attach additional sheet if necessary.**

Name: Knights of Columbus, Council 5542 Percentage: 100%

Address: 609 Park Place, San Manuel AZ 85631  
Street City State Zip

Name: \_\_\_\_\_ Percentage: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

**Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.**

**ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.**


**NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS  
PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.**

**SECTION 5** License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.



If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local governing body before submitting to the Department of Liquor Licenses and Control. Please contact the local governing board for additional information.

**APPLICANT SIGNATURE**

**Declaration:** Jeffery Drew Mansager  
I, (Print Name) Jeffery Drew Mansager, declare under penalty of perjury that I am authorized to submit this application. I have read the contents of this application, and to the best of my knowledge believe all statements made on this application to be true, correct and complete.  
  
Signature

**LOCAL GOVERNING BODY**

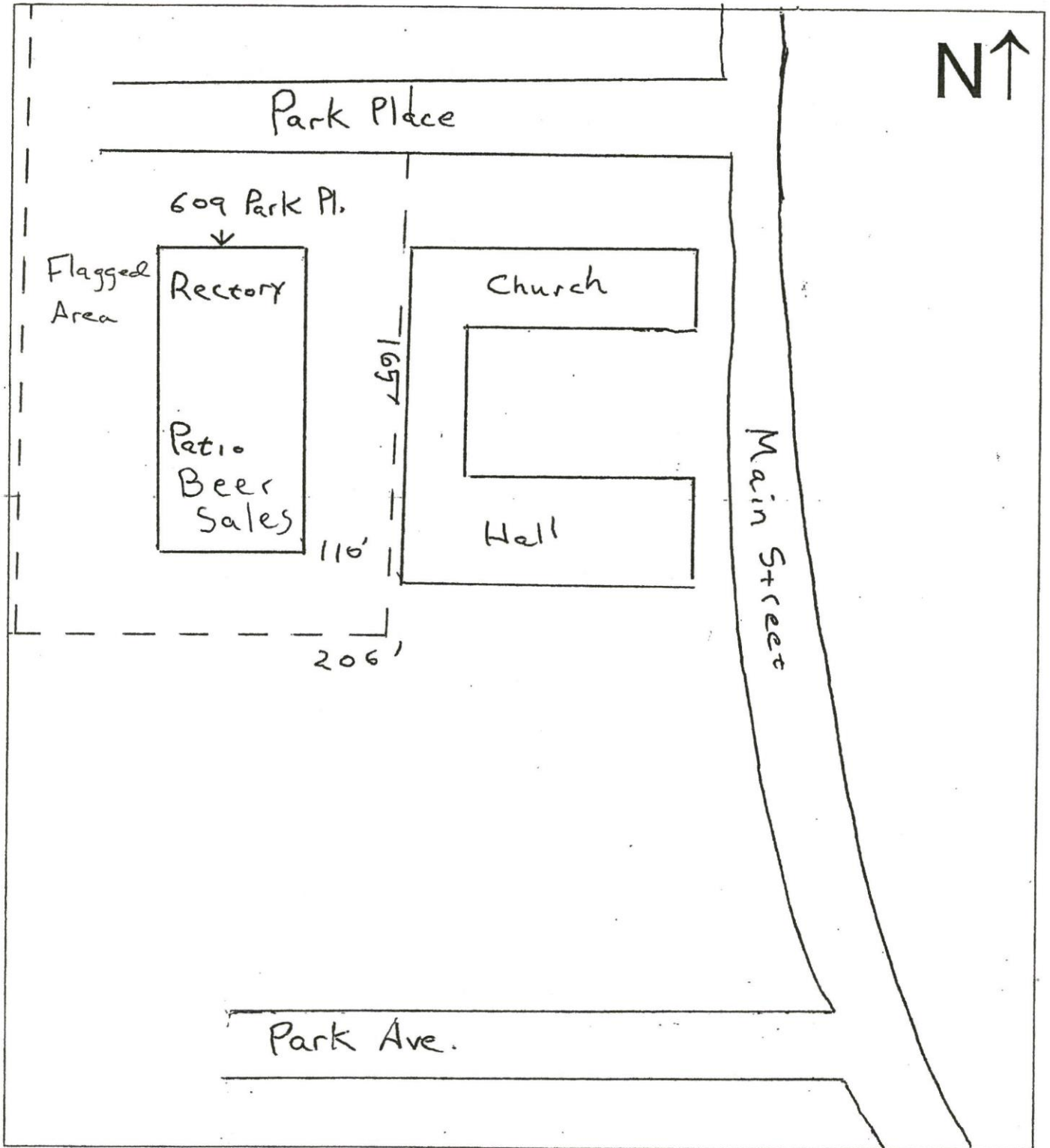
Date Received: April 8, 2024  
I, Natasha Kennedy Clerk of the Board recommend  APPROVAL  DISAPPROVAL  
(Government Official) (Title)  
On behalf of Pinal County \_\_\_\_\_ (520) 866-6068  
(City, Town, County) Signature Date Phone

**AZDLLC USE ONLY**

APPROVAL  DISAPPROVAL BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**SPECIAL EVENT LICENSED PREMISES DIAGRAM**  
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)  
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



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## Special Event License Application Received

8 messages

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**Kyle Hills** <kyle.hills@pinal.gov>

Tue, Apr 9, 2024 at 9:20 AM

To: [REDACTED]  
Cc: Natasha Kennedy <natasha.kennedy@pinal.gov>

Hello Jeffery,

The Clerk of the Board Office has received the attached Special Event License Application for the Annual Fiesta de la Primavera at St. Bartholomew Catholic Church. **Before we can process the application, please reply with the correct spelling/version of the following:**

- 1. Name of Non-Profit Organization.** The application lists "St. Barth~~o~~mew Catholic ~~ch~~urch".
- 2. Event Address.** The application lists "609 Park Place", not "609 ~~W~~ Park Place".

Thank you,

Kyle Hills

Deputy Clerk of the Board (Records Management)

Pinal County Board of Supervisors

P.O. Box 827 | 135 N. Pinal Street | Florence, AZ 85132

(520) 866-6063 | [Kyle.Hills@pinal.gov](mailto:Kyle.Hills@pinal.gov)

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 **2024 05.01 St. Bartholomew Catholic Church Event Application.pdf**  
1716K

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Tue, Apr 9, 2024 at 12:20 PM

To: [REDACTED] <kyle.hills@pinal.gov>

Ms. Hills,

Please change my misspelling of Bartholomew, to one "o" and capitalize Church. I used to live on North Webb, now I live on West Webb. Please add West Park Place to the location.

Sincerely,

Jeffery Drew Mansager

[Quoted text hidden]

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**Kyle Hills** <kyle.hills@pinal.gov>

Tue, Apr 9, 2024 at 1:17 PM

To: [REDACTED]

Hello,

Thank you for your reply. I assume you mean to add an "l" to "Barthoomew", not remove an "o"?

Sincerely,

Kyle Hills

Deputy Clerk of the Board (Records Management)

Pinal County Board of Supervisors

P.O. Box 827 | 135 N. Pinal Street | Florence, AZ 85132

Kyle Hills <kyle.hills@pinal.gov>

Tue, Apr 9, 2024 at 3:35 PM

To: [REDACTED]

[Quoted text hidden]

**Mail Delivery Subsystem** [REDACTED]

Tue, Apr 9, 2024 at 3:35 PM

To: kyle.hills@pinal.gov

[Quoted text hidden]

Final-Recipient: rfc822; [REDACTED]

Action: failed

Status: 5.7.1

Remote-MTA: dns; mx1.emailsrvr.com. (108.166.43.1, the server for the domain [REDACTED].)

Diagnostic-Code: smtp; 554 5.7.1 <mail-ed1-f48.google.com[209.85.208.48]>: Client host rejected: The sender's mail server is blocked by this recipient

Last-Attempt-Date: Tue, 09 Apr 2024 15:35:49 -0700 (PDT)

----- Forwarded message -----

From: Kyle Hills <kyle.hills@pinal.gov>

To: [REDACTED]

Cc:

Bcc:

Date: Tue, 9 Apr 2024 15:35:11 -0700

Subject: Fwd: Special Event License Application Received

----- Message truncated -----

Tue, Apr 9, 2024 at 4:04 PM

[REDACTED]  
To: Kyle Hills <kyle.hills@pinal.gov>

Touché Yes, that is correct. Thank you.

Drew

[Quoted text hidden]