



CITY OF PORT ALBERNI Special Event Permits

A Special Event Permit (SEP) is required for anyone planning to sell liquor at any location that is not licensed or anyone planning to serve or sell liquor in a public space.

The City of Port Alberni's approval is required for all public events or celebrations to be held in City owned facilities/parks/fields prior to submitting your SEP application.

In order for your event to be considered, applications must be submitted on a prescribed application form available at City Hall. Applications are to be submitted not later than 4:30 pm, Thursday, March 29, 2018 to:

**City of Port Alberni
Davina Hartwell, City Clerk
4850 Argyle Street
Port Alberni BC V9Y 1V8**

Phone: 250-720-2810

Email: davina_hartwell@portalberni.ca