



# Live Entertainment

**DUE ANNUALLY (VALID JULY 1<sup>ST</sup> – JUNE 30<sup>TH</sup>)**

5490 Fifth Street  
Cottleville, Mo 63304

Ph: 636-498-6565

Fax: 636-498-6575

amy.lewis@cityofcottleville.com

○ **LIVE ENTERTAINMENT LICENSE APPLICATION - \$150.00**

LIVE ENTERTAINMENT: Entertainment provided to an audience via amplification, excluding karaoke and music played on equipment operated by a disc jockey. Entertainment provided by televisions, juke boxes or recorded music **NOT** played on equipment operated by a disk jockey are also **NOT** required to comply with the provisions of this Chapter. *Make Payable to "City of Cottleville".*

*Entertainment License fee is \$150.00, no part of which shall be refundable or prorated.*

○ **SPECIAL EVENT LIVE ENTERTAINMENT LICENSE APPLICATION - \$50.00**

SPECIAL EVENT: Events such as, but not limited to, concerts, festivals, parades, and athletic events. Including extended or off premise events. APPLICATIONS MUST BE SUBMITTED AT LEAST FOURTEEN (14) DAYS IN ADVANCE OF THE DATE OF THE PROPOSED EVENT. A MAXIMUM OF SIX (6) LIVE ENTERTAINMENT SPECIAL EVENT PERMITS MAY BE ISSUED TO ANY ORGANIZATION, BUSINESS, PERSON OR FOR THE SAME LOCATION WITHIN A ONE (1) YEAR PERIOD BETWEEN JULY FIRST (1ST) AND JUNE THIRTIETH (30TH) OF THE SUCCEEDING YEAR, EACH OF WHICH SHALL NOT EXCEED TWENTY FOUR (24) CONSECUTIVE HOURS IN DURATION. *Make Payable to "City of Cottleville". Entertainment License fee of \$50.00, no part of which shall be refundable or prorated.*

PLEASE PRINT CLEARLY

DATE: \_\_\_\_\_

NAME OF OWNER/APPLICANT (including alias): \_\_\_\_\_ TITLE or AFFILIATION: \_\_\_\_\_

OWNER/APPLICANT ADDRESS: \_\_\_\_\_ CELL NUMBER: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_ PERSONAL EMAIL ADDRESS: \_\_\_\_\_

DRIVER'S LICENSE NUMBER & STATE: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_  
(Include City and Zip Code)

BUSINESS MAILING ADDRESS: \_\_\_\_\_

DESCRIPTION OF BUSINESS: \_\_\_\_\_

DESCRIPTION OF LIVE ENTERTAINMENT TO BE PERFORMED (INCLUDING BAND NAME(S)): \_\_\_\_\_

DATE & HOURS OF EVENT(S): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BUSINESS EMAIL: \_\_\_\_\_ BUSINESS WEBSITE: \_\_\_\_\_

**\*\*INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED IN PERSON OR BY MAIL AND WILL BE RETURNED.\*\***

**Only after the City has determined that all the necessary information has been included with the application and deemed satisfactory for the complete review to begin.**

## **CHECK LIST – ATTACH COPIES OF THE FOLLOWING THAT APPLY:**

- Attach a current copy of Owner/Applicant's driver's license or state ID.
- A current *Business License*, *Liquor License*, and any other applicable permits or licenses issued to the proposed commercial establishment to offer *Live Entertainment*.
- In evaluating the application for the *Live Entertainment Business License*, the City **may** require additional information deemed necessary to properly review the application, including an *Acoustical Study* prepared by a qualified acoustical engineer that states the sound levels emitting from the commercial establishment where *Live Entertainment* will be performed at intervals as follows: outside of the business building, fifty (50) feet and one-hundred (100) feet from the business building, and at the nearest residence or commercial building excluding those in the same business complex, if applicable. The *Acoustical Study* shall document all sound dampening features incorporated into the commercial establishment that proposes to offer *Live Entertainment*.

## **SPECIAL LIVE ENTERTAINMENT EVENT APPLICATIONS ALSO INCLUDE THE FOLLOWING ITEMS:**

- [Cottleville Building Permit](#) if a 400 sq ft or larger **TENT** is to be used on any structure.
- Written permission from property owner allowing the special event.
- Certificate of liability insurance.
- Sketch/Drawing of the tent, stage, vendors, etc. locations on the property.
- Special Event Off Premises Liquor License (*online form at [www.cityofcottleville.com/forms-permits-and-licenses](http://www.cityofcottleville.com/forms-permits-and-licenses)*)
- If serving food, contact St. Charles County Health Department

## **SPECIFIC RESTRICTIONS AND REQUIREMENTS:**

- A. Outdoor Live entertainment shall not be permitted between the hours of 11:00 P.M. Friday and 6:00 A.M. Saturday, between the hours of 11:00 P.M. Saturday and 11:00 A.M. Sunday, and between 10:00 P.M. Sunday, Monday, Tuesday, Wednesday, and Thursday and 6:00 A.M. the following morning.
- B. All other live entertainment (such as indoor), shall not be permitted between the hours of 1:00 A.M. and 6:00 A.M. on Saturday, between the hours of 1:00 A.M. and 11:00 A.M. on Sunday, and between 12:00 midnight. and 6:00 A.M. on Monday, Tuesday, Wednesday, Thursday, and Friday.
- C. *Noise*. No noise emitting from the premises at which live entertainment is offered shall be at such a level as to unreasonably disturb the peaceful enjoyment of nearby properties. The provisions of Sections 215.100 through 215.180 of this Code shall apply to all live entertainment.
- D. *Prohibited Individuals*. With the exception of employees, no person under the age of twenty-one (21) shall be allowed on the premises of any commercial establishment that serves alcoholic beverages during the time live entertainment is being offered unless accompanied by his or her parent or legal guardian.
- E. *Pyrotechnic Displays Prohibited*. No pyrotechnic displays or devices of any nature shall be permitted in conjunction with any commercial establishment offering live entertainment.
- F. *Disorderly Conduct*. No fighting or other disorderly conduct shall be allowed at any commercial establishment offering live entertainment. Furthermore, no loitering or gathering around any commercial establishment offering live entertainment shall be allowed once the business has closed for the night.
- G. *Separation From Nearby Residential Structures*. A live entertainment business license shall only be issued if:
1. There is at least **two hundred (200) feet between** the closest point of the building (or unit in a multi-tenant building) for which the license or permit is sought and the closest point of any structure designed for **residential** purposes; or **except** that nothing contained in this section shall apply to a building located within S-D/OT, Special District Old Town Cottleville.

1. Has the Applicant ever had a live entertainment license previously? YES NO  
If yes, where: \_\_\_\_\_
2. Has the Applicant ever had a live entertainment license revoked? YES NO  
If yes, list date & location: \_\_\_\_\_
3. Has the Applicant ever been convicted of a violation of any law applicable to events or live entertainment?  
YES NO
4. Has the Applicant ever been convicted of a Felony Offense? YES NO  
If yes, give dates, charges, & locations: \_\_\_\_\_
5. Has the Applicant ever been convicted of a misdemeanor offense? YES NO  
If yes, give dates, charges, & locations: \_\_\_\_\_

**RELEASE & AFFIRMATION:**

I, \_\_\_\_\_ swear the information given in this application is true and correct. I do hereby authorize the Chief of Police of the City of Cottleville, Missouri, or his or her designee, to conduct a criminal history check and personal background check for release of any information in Police and/or Court Records involving me to the City Clerk, Board of Aldermen, and/or any other City Official involved in the evaluation of this application for a *Live Entertainment License*. I further agree I will comply with any & all codes, requirements, and/or regulations required to hold such license or event.

**Signature: X** \_\_\_\_\_  
Owner/Applicant/Officer/Authorized Person

**Date:** \_\_\_\_\_

| <b>City of Cottleville Office Use:</b> |                                     |
|--|-------------------------------------|
| <b>Date Application Received:</b>      | <b>Check No.:</b>                   |
| <b>Fee Receipt No.:</b>                | <b>Date License Issued:</b>         |
| <b>Total Amount Paid:</b>              | <b>Notes/Additional Conditions:</b> |
| <b>Application Approved By:</b>        | <b>Application Denied By:</b>       |