

Liquor Service at an Outdoor Event

All Outdoor Public Events or Private Events held in an outdoor public space, must obtain approval from both the BC Liquor and Cannabis Regulation Branch and the City of Abbotsford in order to be permitted for liquor service.

Event hosts are considered liquor permittees and are responsible for the safety of their guests. A Special Event Permit authorizes the host to serve or sell liquor at an event in accordance with BC Liquor and Cannabis laws and City of Abbotsford regulations.

The following documentation must be submitted to the City of Abbotsford in order to obtain an approved Special Event Permit:

- City of Abbotsford Special Event Permit**
 - Permit fee \$250
- BC Liquor and Cannabis Special Event Permit**
- Host Liquor Liability Insurance
 - City of Abbotsford must be listed as an additional insurer
- Site Map
- First Aid Plan
- Security Plan
- Fencing/ Washrooms Contracts (If necessary)
- Food Service Plan
 - All Food Trucks must hold a valid **City of Abbotsford Business Licence**
 - Or if event host is serving food, a **Fraser Health Temporary Food Permit** must be obtained
- All profits made from liquor sales must go to a non-profit organization or registered society
- City of Abbotsford and the BC Liquor Regulation Branch may require a site meeting

It is important that you apply for your Special Event Permits early, to ensure sufficient time for the approval process.

For additional Terms and Conditions from the BC Liquor and Cannabis Branch, please visit <https://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/guides-and-manuals/guide-sep.pdf>.

For questions regarding the process, please contact our **Community and Special Events Coordinator** at econdev@abbotsford.ca.