

City of Iowa City Entertainment Venue Application

Venue/Business Name: _____

Address: _____

Manager contact name: _____

Manager contact phone: _____

Affirmation:

I, _____ (owner), affirm that the applicant venue meets all requirements of Iowa City Code 4-5-8(B)(7), including, but not limited to the following:

1. The venue has hosted and will continue to host Shows on at least 150 calendar days each year and has attached supporting documentation; and
2. The venue has a permanently installed (not risers) and dedicated performance stage of at least eight feet (8') by six feet (6') in dimension, which shall never be used for any purpose other than by Performers during Shows; and
3. The venue will distribute at least 50% of any fees charged to gain entry to or remain on the premises, including but not limited to cover charges and ticket sales, from the period of opening until closing, to the Show Performer(s) within 48 hours of the completion of the Show; and
4. The venue subscribes to at least one (1) industry tracking service, such as Pollstar Pro, or comparable alternative and has attached supporting documentation; and
5. The venue has a PAULA ratio of .25 or less for the last twelve (12) months, based on at least 10 bar checks; and
6. The venue has permanently installed Professional Light and Sound, and I have checked off every requirement from the Professional Light and Sound Checklist confirming I have all of the required equipment (the Neighborhood and Development Services Department will inspect to confirm); and
7. The venue marks all patrons of legal drinking age with a wristband, and marks all patrons under legal drinking age with either a wristband of a different color from the legal age patrons, or permanent marker on the hand and has provided a written explanation of their plan or current practice for handling wristbands and/or hand marking; and
8. The venue provides staff of sufficient number and capability to monitor all patrons at all Shows and has attached supporting documentation; and
9. The venue will provide to the Chief of Police, or designee, a report of all upcoming Show dates at least seven (7) days prior to any Show; and
10. The venue provides to the Chief of Police, or designee, reports detailing all dates on which a Show took place, including the name of the Performer(s) for each Show, which reports shall be due no later than the ninetieth (90th), one hundred eightieth (180th), two hundred seventieth (270th), and three hundred sixtieth (360th) day following issuance of the Entertainment Venue Exception Certificate; and

11. The venue employs at least one salaried employee responsible for booking Shows by Performers, and promptly provides both the employee name and most recent salary paystub upon request from the City and has attached supporting documentation; and
12. The venue employs only bartenders and servers who have completed the alcohol compliance employee training program (e.g. I-PACT) pursuant to Iowa Code Section 123.50A and has attached supporting documentation; and
13. The venue agrees to allow City inspection, at any time and for any reason, of the venue, Professional Sound and Lighting equipment, and Show and Performer financial records, including, but not limited to, Show settlement sheets.
14. The venue has not had more than one (1) sale/delivery of alcohol to a minor within the last five (5) years; and
15. The operation of the establishment as an entertainment venue would not be Detrimental to the safety, health, and welfare of the residents of the City.

I further state that I understand that this Entertainment Venue Exception Certificate is valid for one (1) year, or until expiration of the venue's liquor license, whichever is sooner. The certificate can be denied or revoked, pursuant to the process outlined in City Code, at any time. Finally, I understand the rules of the Entertainment Venue Exception, including, but not limited to, allowing nineteen (19) and twenty (20) year old patrons to enter and remain in the venue, while prohibiting those under age nineteen (19) after 10:00 p.m.

I have read all of the foregoing document and understand all contents.

Owner of applicant venue

OWNER'S ACKNOWLEDGEMENT

STATE OF IOWA)
) ss:
JOHNSON COUNTY)

On this ____ day of _____, 2014, before me, a Notary Public in and for the State of Iowa, personally appeared _____, to me personally known, who, being by me duly sworn, did say that (s)he is an owner of the applicant venue, and is authorized to sign on behalf of all ownership of the applicant venue, and that all requirements of an Entertainment Venue, including but not limited to those listed above, have been met by the applicant venue.

Notary Public in and for the State of Iowa

INSPECTION FEE: \$35.00

Office Use Only

Scan copies to:
Neighborhood & Development Services (Code Enforcement)
Police Department (Press Sgt.)
City Attorney (Asst. CA)

****Please return application to the Iowa City Clerk's Office.****
Professional Light and Sound Specification Checklist

Venue: _____

Stage:

- Permanently installed (not risers)
- Dimensions of at least 8' by 6'
- Not in use for any purpose other than live performance

Sound Engineering Equipment:

- Twenty-Four (24) Channel " **Front of House Mixing Console**"
- Twenty-Four (24) channel "**Signal Snake**"
- Thirty-One (31) band graphic analog or digital equalizer for front of house
- Frequency crossover network

"**Microphone Collection**" is as follows, but is subject to variation.

- Six (6) Vocal microphones (Shure SM 58 or comparable)
- Six (6) Drum and Instrument microphones (Shure SM 57 or comparable)
- One (1) Large Diaphragm Low frequency transducer (AKG D112 or comparable)
- Two (2) Small Diaphragm High frequency transducers (Shure PG or SM 81 or comparable)
- Four (4) Direct Input (DI) Boxes

Auxiliary Equipment:

- Sixteen(16)-Twenty Four (24) Microphones XLR to XLR cables of varying lengths.
- Two (2) miniature Mic Stands with boom arms.
- Six (6) Short Mic Stands with boom arms.
- Eight (8) Tall Microphone Stands with boom arms.
- Two (2) Straight round base general purpose microphone stands.

Stage Monitor System:

- Four (4) channel system providing 4 different "mixes" on the stage.
- Minimum Four (4) Stage monitor speakers, usually positioned on stage at an angle facing the performers.
- Minimum Four (4) 15 or 31 band Graphic or Digital Equalizers
- Suitable external or internal power amplifiers for each of the four stage monitor mixes.