

AGENDA
CITY OF MORRISTOWN, TENNESSEE
BEER BOARD MEETING
APRIL 3, 2018 – 5:00 P.M.

1. CALL TO ORDER

Mayor Gary Chesney

2. ROLL CALL

3. APPROVAL OF MINUTES

1. March 20, 2018

4. CITIZEN COMMENTS ABOUT AGENDA ITEMS ONLY

5. OLD BUSINESS

6. NEW BUSINESS

1. Special Occasion Beer Permit for Crossroads Downtown Partnership, Inc., (Event Manager Barbara Garrow) Title of Event – Rock-N-Roll Pianos Fundraiser on April 6, 2018, beginning at 7:30 p.m. at All Saints, 3275 Maple Valley Road, Morristown, Morristown, TN.
2. Special Occasion Beer Permit for Rose Center (Event Manager Becky Hamm) Title of Event – Strawberry Rocking at Rose Center on May 12, 2018, beginning at 4:30 p.m. at The Rose Center, 442 West Second North Street, Morristown, TN.
3. Special Occasion Beer Permit for Crossroads Downtown Partnership, Inc., (Event Manager Barbara Garrow) Title of Event – Concerts on the Downtown Green on May 17, 2018, beginning at 6:00 p.m. at The Downtown Green, 269 South Henry Street, Morristown, TN.

7. ADJOURN

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
MARCH 20, 2018**

The Beer Board for the City of Morristown, Hamblen County, Tennessee, met in session at the regular meeting place in the Morristown City Center at 5:41 p.m., Tuesday, March 20, 2018, with the Honorable Mayor Gary Chesney, presiding and the following Beer Board members present; Bob Garrett, Chris Bivens, Kay Senter, Dennis Alvis, Ken Smith and Tommy Pedigo.

Beer Board member Senter made a motion to approve the February 6, 2018, minutes as circulated. Beer Board member Bivens seconded the motion and upon roll call; all voted "aye".

Beer Board member Senter made a motion to approve the Off-premise permit for Tribhovan Kurpa, Inc., (Owners Nectaben and Daxaben Patel; Manager and Registered Agent Nileshkumar Patel) DBA Morris Tobacco Market, located at 4890 South Davy Crockett Parkway, Morristown, TN. Beer Board member Bivens seconded the motion and upon roll call; all voted "aye".

Beer Board member Bivens made a motion to approve the Off-premise permit for K&P Enterprise, (Owners Kirendra and Palak Patel; Registered Agent Kirendra Patel) DBA Carroll's Grocery, located at 6822 West Andrew Johnson Highway, Morristown, TN. Beer Board member Senter seconded the motion and upon roll call; all voted "aye".

Beer Board member Bivens made a motion to approve the Off-premise permit for AANYA 1, LLC, (Owner and Registered Agent Meghna Patel) DBA Buffalo Trail Market, located at 1516 Buffalo Trail, Morristown, TN. Beer Board member Senter seconded the motion and upon roll call; all voted "aye".

Beer Board member Bivens made a motion to approve the On-premise permit for Tn. Veterans Post 2, Inc., (Manager and Registered Agent Ronald Eubank) DBA Tn. Veterans Post 2, located at 1147 South Cumberland Street, Morristown, TN. Beer Board member Senter seconded the motion; discussion ensued. The following persons spoke regarding this: Angie Johnston, Ronald Eubank and Evan McKinley. Upon roll call; Beer Board members Bivens, Senter, Pedigo and Mayor Chesney voted "aye"; Beer Board members Garrett, Alvis and Smith voted "no".

Mayor Chesney adjourned the March 20, 2018, meeting of the City of Morristown, Beer Board at 6:05 p.m.

MAYOR

ATTEST:

CITY ADMINISTRATOR

DRAFT



CITY OF MORRISTOWN
APPLICATION FOR SPECIAL OCCASION BEER PERMIT
Information & Applicant Checklist



By making this application, the applicant assumes personal responsibility for all information provided. It is the applicant's responsibility to see that the application is complete and correct. The Beer Board could delay action on the application if any information is not accurate. The City Beer Board meets as needed on the first and third Tuesday of each month. To ensure consideration of an application, the applicant must submit the completed application to the City of Morristown Tax Office **at least 60 days prior** to the Beer Board meeting.

To be issued a beer permit for a special occasion, the following conditions must be met:

- The special occasion permit shall not be issued for longer than one (1) twenty-four-hour period, subject to the limitations on the hours of sale imposed by law. The application for the special occasion permit shall include documents showing evidence of the type of organization, copy of IRS determination letter, and state the location of the premises upon which alcoholic beverages shall be served and the purpose for the request of the license.
- The fee for each special occasion license shall be fifty dollars (\$50.00).
- For the purpose of this section:
Bona fide charitable or nonprofit organization means any corporation or legal entity which has been recognized as exempt from federal taxes under section 501c of the Internal Revenue Code for two consecutive calendar years.
- No charitable or nonprofit organization possessing a special occasion permit shall purchase, for sale or distribution, beer from any source other than a licensee as provided pursuant of state law.

The following items must be completed and copies provided (if applicable). Remember, the completed application **MUST BE SUBMITTED** to the City of Morristown Business Tax Office.

- ☒ Application completed & submitted to city business tax office.
- ☒ Agenda Date (Beer Board Meeting) April 3, 2018 City Center, Council Chambers
Representative or Manager MUST be present at meeting for consideration of permit.
- ☒ Permit application fee (all fees non-refundable) \$50.00
- ☒ Publication fee paid \$30.00
- ☒ Copy of IRS Designation Letter showing 501c for two consecutive calendar years.

I/we hereby make application for a permit to sell or distribute beer or other beverages authorized to be sold, stored or distributed under the provisions of the City of Morristown alcoholic beverage ordinance Title 8 and base my application upon the answers to the following questions:

1. Name of Applicant(s): Crossroads Downtown Partnership Incorporated
2. Applicant(s) address: P O Box 1893, Morristown, TN 37816 (Phone) 423-312-1476
3. Name of Special Occasion Event: Rock and Roll Pianos
4. Date(s) of Event: 4/6/18 1930-2300 Purpose of Event: _____
5. There are approved locations set aside for special occasion events to occur. (These are shown in attached exhibits.)
Please check the location you are requesting: ☐ Downtown ☐ Farmers Market ☐ Rose Center.
If requesting approval for a different location please provide address: 3275 Maple Valley Road, Morristown TN 37813
ALL SAINTS
6. Event Manager Name and contact information: Barbara A. Garrow, 423-312-1476



CITY OF MORRISTOWN
SPECIAL OCCASION PERMIT APPLICATION AFFIDAVIT



1. I/we Barbara A. Garrow hereby solemnly swear or affirm that each statement in this application is true and correct and understand that if any statement contained herein is false, the permit issued is automatically forfeited and voided. Furthermore, that in the event of forfeiture I/we shall not be eligible to receive another permit for a period of ten (10) years pursuant to Tennessee Code Annotated § 57-5-105(d).
2. I/we understand that all applicants are charged with the responsibility of knowing the local and state beer laws. I/we are aware that the penalty for violating state or local beer laws can include revocation or suspension of the permit and/or the imposition of civil penalties up to two thousand five dollars (\$2,500) per offense.
3. I/we understand that if the business allows illegal gambling on the premises that the beer permit will be subject to revocation.
4. I/we understand that by submitting this application, a background investigation shall be conducted on the Event Manager. It is further understood that any and all documents related to that investigation shall become public record open for public inspection and reproduction pursuant to Tennessee Code Annotated § 10-7-503.
5. I/we hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of actions, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to my application. I/we hereby waive all possible liability of the City of Morristown, Morristown Beer Board, Morristown Police Department, its employees, agents and representatives as stated above.
6. I/we agree that the special occasion permit holder shall use servers possessing server's permits issued by the State of Tennessee Alcoholic Beverage Commission and have said permits available for inspection upon request.
7. I/we agree that the use of any server who has been convicted within the past ten (10) years of any law relating to the sale, possession, manufacture or transportation of intoxicating beverages, including beer, as defined by the City of Morristown Municipal Code Section 8-213 or the use of any server who has been convicted of any felony or crime involving moral turpitude within the past ten (10) years will be cause for possible revocation of the beer permit.
8. I/we understand if any information given in the application subsequently changes, I/we will immediately notify the Morristown Beer Board c/o Business Tax Office.
9. I/we assume full responsibility for the permit and will be accountable for full compliance with the laws of Morristown and the State of Tennessee in the sale of beer.
10. I/we have read the foregoing release. I/we fully understand its provisions, and voluntarily consent to abide by its requirements.
11. I/we acknowledge and understand that the fees paid for the beer permit application process are non-refundable.
12. The undersigned is the applicant or the bona fide and qualified agent/representative of the corporate applicant.

Barbara A. Garrow
Applicant Signature or Agent/Representative

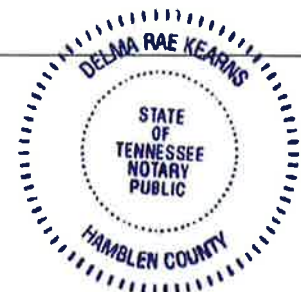
1/29/2018

Date

Sworn to and subscribed by me this 30th day of Jan, 20 18

Notary Public: Delma Rae Kearns

My Commission Expires: 4-28-2020





CITY OF MORRISTOWN
Application for SPECIAL OCCASSION BEER PERMIT
Event Manager Application



Rock and Roll Pianos Fundraiser

Reason for Application:

1. Name Barbara Avery Garrow
2. Home Address [REDACTED] City Dandridge State TN Zip 37725
3. Home Phone 865-[REDACTED] Cellular Phone 865-[REDACTED] Date of Birth [REDACTED] , 45
4. Driver's License # [REDACTED] State TN Social Security [REDACTED]
5. Local Business Name NA
6. Local Business Address/Zip NA Business Phone 423 , 312-1476
7. Have you ever been convicted of any violation of liquor and/or beer laws, controlled substance laws, felonies, or any crime involving moral turpitude, within the last ten years, or do you have any charges currently pending?
☐ Yes* ☒ No
 *If yes, give particulars of each charge, including city, county, state: court and date: _____
8. Have you ever been convicted of any misdemeanors (including Speeding, DUI, Simple Assault, etc.) within the last ten (10) years or have any charges currently pending?
☐ Yes* ☒ No
 *If yes, give of each charge, including city, county, state, court and date: _____
9. Do you understand both the state laws and local laws regulating the sale and distribution of beer in the City of Morristown?
☒ Yes ☐ No
10. Do you understand that allowing illegal gambling on the premises will subject the permit to revocation?
☒ Yes ☐ No

AFFIDAVIT

I hereby solemnly swear or affirm that each statement on this questionnaire is true and correct and agree that if my statement is false, the permit issued may be revoked by the Beer Board, upon notice and hearing, and that the burden is on the permittee to prove the correctness of all the statements in this application.

I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated §10-7-503.

I understand that by submitting this application a background investigation shall be conducted and any and all documents related to my investigation shall become public records.

I hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives, from any and all liability of whatever type for any damages, causes of actions, personal or property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to employees, agents and representatives as stated above.

I have read and understand the foregoing release and understand its provisions and voluntarily consent to abide by its requirements.

Barbara Avery Garrow
Signature of Applicant

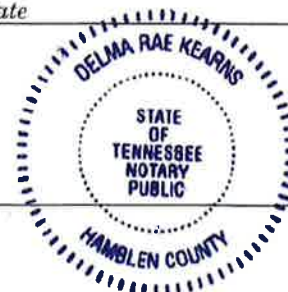
1/30/18

Date

Sworn to and subscribed by me this 30th day of Jan, 20 18

Notary Public: Delma Rae Kearns

My Commission Expires: 4-28-2020





CITY OF MORRISTOWN BEER BOARD
AUTHORIZATION FOR CRIMINAL HISTORY



1/30/2018

Date

I, the undersigned applicant, or duly authorized signatory for applicant, for a permit authorizing the sale of beer within the City of Morristown, Tennessee, do hereby authorize the City of Morristown, by and through its agents and representatives and employees, to make inquiry, whether verbal, written, or electronic, of any and all law enforcement agencies or clerks of courts, whether, state, federal or local, concerning my criminal history of any convictions that I have had for any misdemeanor or felony, involving other than minor traffic violations, within the last ten (10) years from the date above.

I, the undersigned, further authorize any and all law enforcement agencies or clerks of courts, whether state, federal or local, or any state, federal, local or national entity storing and providing criminal history data, to release the afore stated information to the City of Morristown.

Residences for Past 10 Years

[REDACTED] Dandridge TN 37725

172 W. Main Street

Street Address

Morristown Tn 37819

City, State and Zip Code

Signature

Barbara A. Garrow

Name - Printed (include Maiden Name if Applicable)

[REDACTED] 1945

Date of Birth

Social Security Number

Current Home Street Address

Dandridge TN 37725

City, State and Zip Code

Signature

Delma Rae Kearns
Delma Rae Kearns

Name of Witness - Printed



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/14/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER (865)397-3421
H. B. Jarnagin & Co., Inc.
Robert D. Jarnagin Agent
PO Box 39
141 E. Main St.
Dandridge, TN 37725

CONTACT
NAME
PHONE
(A/C, No, Ext)
E-MAIL
ADDRESS
FAX
(A/C, No):

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A AUTO-OWNERS INSURANCE COMPANY

INSURER B

INSURER C

INSURER D

INSURER E

INSURER F

INSURED CROSSROADS DOWNTOWN PARTNERSHIP
P. O. BOX 1893
MORRISTOWN, TN 37816

COVERAGES

CERTIFICATE NUMBER:

001 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSR. WVD.	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	X COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	CLAIMS MADE X OCCUR					MED EXP (Any one person) \$ 5,000
A		X	134619-03598090	08/30/17	08/30/18	PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 1,000,000
						PRODUCTS - COMP OP AGG \$ 1,000,000
						\$
	GENERAL AGGREGATE LIMIT APPLIES PER					COMBINED SINGLE LIMIT (Ea accident) \$
	X POLICY PRO-JECT LOC					BODILY INJURY (Per person) \$
	AUTOMOBILE LIABILITY					BODILY INJURY (Per accident) \$
	ANY AUTO					PROPERTY DAMAGE (Per accident) \$
	ALL OWNED AUTOS	SCHEDULED AUTOS				\$
	HOLED AUTOS	NON OWNED AUTOS				
	UMBRELLA LIAB	OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	CLAIMS-MADE				AGGREGATE \$
						\$
	DED RETENTIONS					WC STATU- TORY LIMITS OTH- ER
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N					E L EACH ACCIDENT \$
	ANY PROPRIETOR PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH) N/A					E L DISEASE - EA EMPLOYEE \$
	DESCRIPTION OF OPERATIONS below					E L DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

EVENTS HELD ON CITY OF MORRISTOWN PROPERTY.

CERTIFICATE HOLDER

CITY OF MORRISTOWN
100 W 1ST NORTH ST

MORRISTOWN TN 37814

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **SEP 12 2014**

CROSSROADS DOWNTOWN PARTNERSHIP
INCORPORATED
PO BOX 1893
MORRISTOWN, TN 37816-1893

Employer Identification Number:
27-2903936
DLN:
17053154315004
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 27, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

Esco R. Jarnagin
Sheriff



Wayne Mize
Chief Deputy

Sheriff of Hamblen County

510 Allison Street
Morristown, Tennessee 37814

HAMBLEN CO. ARREST RECORD SEARCH

DATE: 2-27-18

AN ARREST RECORD SEARCH WAS PROVIDED FOR THE FOLLOWING
INDIVIDUAL:

NAME: Barbara A. Garrow

DATE OF BIRTH: [REDACTED] 45

INDIVIDUAL HAS NO RECORD AT THE HAMBLEN CO. SHERIFF'S DEPT. ☒

Has Arrest with Morristown Police Department, Please Contact MPD-423-585-2710

INDIVIDUAL HAS THE FOLLOWING RECORD AT THE HAMBLEN CO. SHERIFF'S DEPT:

NO RECORD

FEB 27 2018

HCSO

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT THE HAMBLEN CO.
SHERIFF'S DEPT. RECORDS OFFICE AT (423) 585-2769. THIS
RECORD CHECK IS A COUNTY RECORD CHECK ONLY.

Kum Sipe

PHONE: (423) 586-3781 - Administrative
(423) 585-2720 - Jail
FAX: (423) 587-1658 - Administrative
(423) 587-1329 - Jail



City of Morristown
Office of the Police Department



LOCAL ARREST HISTORY
MORRISTOWN, TN (CITY LIMITS ONLY)

Subject of Inquiry: GARROW BARABRA A.
Last First Middle

Date of Birth: 1945
Full Maiden Name if Applicable

Address: Street: _____
City: _____ State: _____ Zip Code: _____

ID Presented: ☐ DL (State _____) ☒ SSN ☐ Military ☐ Other ID Number:

☐ Check if information is same as above

Person Requesting: GULLEY B.
Last First Middle

Date of Birth: _____

Address: Street: MPD
City: _____ State: _____ Zip Code: _____

ID Presented: ☐ DL (State _____) ☐ SSN ☐ Military ☐ Other ID Number: _____

"I understand this information is regulated by law."

Signature Billy Gulley

☒ No Record was found with the name and DOB provided.

☐ The following record was found with the name and DOB provided.

Date:	Charges:

☐ Continued on Reverse Side

Melinda Andrews Records
Employee Processing History Title

Date: 2/27/18

STRAWBERRY ROCKIN -
@ Rose Center



CITY OF MORRISTOWN
APPLICATION FOR SPECIAL OCCASION BEER PERMIT
Information & Applicant Checklist



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To be issued a beer permit for a special occasion, the following conditions must be met:

- The special occasion permit shall not be issued for longer than one (1) twenty-four-hour period, subject to the limitations on the hours of sale imposed by law. The application for the special occasion permit shall include documents showing evidence of the type of organization, copy of IRS determination letter, and state the location of the premises upon which alcoholic beverages shall be served and the purpose for the request of the license.
- The fee for each special occasion license shall be fifty dollars (\$50.00).
- For the purpose of this section:
Bona fide charitable or nonprofit organization means any corporation or legal entity which has been recognized as exempt from federal taxes under section 501c of the Internal Revenue Code for two consecutive calendar years.
- No charitable or nonprofit organization possessing a special occasion permit shall purchase, for sale or distribution, beer from any source other than a licensee as provided pursuant of state law.

The following items must be completed and copies provided (if applicable). Remember, the completed application **MUST BE SUBMITTED** to the City of Morristown Business Tax Office.

- ☒ Application completed & submitted to city business tax office.
- ☒ Agenda Date (Beer Board Meeting) May 1, 2018 City Center, Council Chambers
Representative or Manager **MUST** be present at meeting for consideration of permit.
- ☒ Permit application fee (all fees non-refundable) \$50.00
- ☒ Publication fee paid \$30.00
- ☒ Copy of IRS Designation Letter showing 501c for two consecutive calendar years.

I/we hereby make application for a permit to sell or distribute beer or other beverages authorized to be sold, stored or distributed under the provisions of the City of Morristown alcoholic beverage ordinance Title 8 and base my application upon the answers to the following questions:

1. Name of Applicant(s): Rose Center
2. Applicant(s) address: 442 W Second North Street (Phone) 423-581-4330
3. Name of Special Occasion Event: Strawberry Rockin' Rose Block Party
4. Date(s) of Event: May 12, 2018 Purpose of Event Special Event/Concert/Fundraiser
1630 - 2200
5. There are approved locations set aside for special occasion events to occur. (These are shown in attached exhibits.)
Please check the location you are requesting: ☐ Downtown ☐ Farmers Market ☒ Rose Center.
If requesting approval for a different location please provide address: _____
6. Event Manager Name and contact information: Beccy Hamm, 423-581-4330, director@rosecenter.org



CITY OF MORRISTOWN
SPECIAL OCCASION PERMIT APPLICATION AFFIDAVIT



1. I/we Beccy Hamm hereby solemnly swear or affirm that each statement in this application is true and correct and understand that if any statement contained herein is false, the permit issued is automatically forfeited and voided. Furthermore, that in the event of forfeiture I/we shall not be eligible to receive another permit for a period of ten (10) years pursuant to Tennessee Code Annotated § 57-5-105(d).
2. I/we understand that all applicants are charged with the responsibility of knowing the local and state beer laws. I/we are aware that the penalty for violating state or local beer laws can include revocation or suspension of the permit and/or the imposition of civil penalties up to two thousand five dollars (\$2,500) per offense.
3. I/we understand that if the business allows illegal gambling on the premises that the beer permit will be subject to revocation.
4. I/we understand that by submitting this application, a background investigation shall be conducted on the Event Manager. It is further understood that any and all documents related to that investigation shall become public record open for public inspection and reproduction pursuant to Tennessee Code Annotated § 10-7-503.
5. I/we hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of actions, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to my application. I/we hereby waive all possible liability of the City of Morristown, Morristown Beer Board, Morristown Police Department, its employees, agents and representatives as stated above.
6. I/we agree that the special occasion permit holder shall use servers possessing server's permits issued by the State of Tennessee Alcoholic Beverage Commission and have said permits available for inspection upon request.
7. I/we agree that the use of any server who has been convicted within the past ten (10) years of any law relating to the sale, possession, manufacture or transportation of intoxicating beverages, including beer, as defined by the City of Morristown Municipal Code Section 8-213 or the use of any server who has been convicted of any felony or crime involving moral turpitude within the past ten (10) years will be cause for possible revocation of the beer permit.
8. I/we understand if any information given in the application subsequently changes, I/we will immediately notify the Morristown Beer Board c/o Business Tax Office.
9. I/we assume full responsibility for the permit and will be accountable for full compliance with the laws of Morristown and the State of Tennessee in the sale of beer.
10. I/we have read the foregoing release. I/we fully understand its provisions, and voluntarily consent to abide by its requirements.
11. I/we acknowledge and understand that the fees paid for the beer permit application process are non-refundable.
12. The undersigned is the applicant or the bona fide and qualified agent/representative of the corporate applicant.

Beccy Hamm
Applicant Signature or Agent/Representative

3/1/2018

Date

Sworn to and subscribed by me this 1st day of March, 20 18

Notary Public: Delma Rae Kearns

My Commission Expires: 4-28-2020





CITY OF MORRISTOWN
Application for SPECIAL OCCASSION BEER PERMIT
Event Manager Application



Strawberry Rockin' Rose Block Party

Reason for Application:

1. Name Beccy Hamm
2. Home Address [REDACTED] City Morristown State TN Zip 37813
3. Home Phone () [REDACTED] Cellular Phone (423) [REDACTED] Date of Birth [REDACTED] / 1956
4. Driver's License # [REDACTED] State TN Social Security # [REDACTED]
5. Local Business Name Rose Center
6. Local Business Address/Zip 442 W Second North Street Business Phone (423) 581-4330
7. Have you ever been convicted of any violation of liquor and/or beer laws, controlled substance laws, felonies, or any crime involving moral turpitude, within the last ten years, or do you have any charges currently pending?
☐ Yes* ☒ No
 *If yes, give particulars of each charge, including city, county, state: court and date: _____
8. Have you ever been convicted of any misdemeanors (including Speeding, DUI, Simple Assault, etc.) within the last ten (10) years or have any charges currently pending?
☐ Yes* ☒ No
 *If yes, give of each charge, including city, county, state, court and date: _____
9. Do you understand both the state laws and local laws regulating the sale and distribution of beer in the City of Morristown?
☒ Yes ☐ No
10. Do you understand that allowing illegal gambling on the premises will subject the permit to revocation?
☒ Yes ☐ No

AFFIDAVIT

I hereby solemnly swear or affirm that each statement on this questionnaire is true and correct and agree that if my statement is false, the permit issued may be revoked by the Beer Board, upon notice and hearing, and that the burden is on the permittee to prove the correctness of all the statements in this application.

I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated §10-7-503.

I understand that by submitting this application a background investigation shall be conducted and any and all documents related to my investigation shall become public records.

I hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives, from any and all liability of whatever type for any damages, causes of actions, personal or property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to employees, agents and representatives as stated above.

I have read and understand the foregoing release and understand its provisions and voluntarily consent to abide by its requirements.

Signature of Applicant

Beccy Hamm

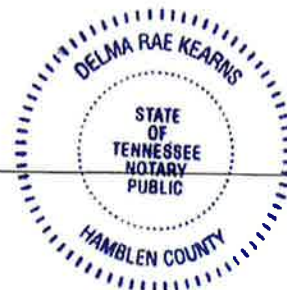
March 1, 2018

Date

Sworn to and subscribed by me this 1st day of March, 20 18.

Notary Public: Delma Rae Kearns

My Commission Expires: 4-28-2020





CITY OF MORRISTOWN BEER BOARD
AUTHORIZATION FOR CRIMINAL HISTORY



March 1, 2018

Date

I, the undersigned applicant, or duly authorized signatory for applicant, for a permit authorizing the sale of beer within the City of Morristown, Tennessee, do hereby authorize the City of Morristown, by and through its agents and representatives and employees, to make inquiry, whether verbal, written, or electronic, of any and all law enforcement agencies or clerks of courts, whether, state, federal or local, concerning my criminal history of any convictions that I have had for any misdemeanor or felony, involving other than minor traffic violations, within the last ten (10) years from the date above.

I, the undersigned, further authorize any and all law enforcement agencies or clerks of courts, whether state, federal or local, or any state, federal, local or national entity storing and providing criminal history data, to release the afore stated information to the City of Morristown.

Residences for Past 10 Years

(30 years)

Street Address

Morristown, TN 37813

City, State and Zip Code

Signature

Rebecca Darlene Hamm

Name - Printed (include Maiden Name if Applicable)

1956

Date of Birth

Social Security Number

Current Home Street Address

Morristown, TN 37813

City, State and Zip Code

Signature

Delma Rae Kearns

Name of Witness - Printed



OGDEN UT 84201-0038

In reply refer to: 0437845969
Sep. 23, 2008 LTR 4168C EO
62-0978968 000000 00 000
00028840
BODC: TE

ROSE CENTER AND COUNCIL FOR THE
ARTS INC
PO BOX 1976
MORRISTOWN TN 37816-1976769

17555

Employer Identification Number: 62-0978968
Person to Contact: T. Buckingham
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Sep. 12, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in May 1977, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(03) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Maureen Green
Operations Mgr., Exam SC Support

Esco R. Jarnagin
Sheriff



Wayne Mize
Chief Deputy

Sheriff of Hamblen County

510 Allison Street
Morristown, Tennessee 37814

HAMBLEN CO. ARREST RECORD SEARCH

DATE: 3/6/18

AN ARREST RECORD SEARCH WAS PROVIDED FOR THE FOLLOWING
INDIVIDUAL:

NAME: Rebecca D. Hamm

DATE OF BIRTH: [REDACTED] 86

INDIVIDUAL HAS NO RECORD AT THE HAMBLEN CO. SHERIFF'S DEPT. ✓

Has Arrest with Morristown Police Department, Please Contact MPD-423-585-2710

INDIVIDUAL HAS THE FOLLOWING RECORD AT THE HAMBLEN CO. SHERIFF'S DEPT:

NO RECORD

MAR 06 2018

HCSD

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT THE HAMBLEN CO.
SHERIFF'S DEPT. RECORDS OFFICE AT (423) 585-2769. THIS
RECORD CHECK IS A COUNTY RECORD CHECK ONLY.

Kim Sipe

PHONE: (423) 586-3781 - Administrative
(423) 585-2720 - Jail
FAX: (423) 587-1658 - Administrative
(423) 587-1329 - Jail



City of Morristown
Office of the Police Department



LOCAL ARREST HISTORY
MORRISTOWN, TN (CITY LIMITS ONLY)

Subject of Inquiry: Hamm, Rebecca D.
Last First Middle

Date of Birth: 1956
Full Maiden Name if Applicable

Address: Street: City: State: Zip Code:

ID Presented: ☐ DL (State) ☒ SSN ☐ Military ☐ Other ID Number:

☐ Check if information is same as above

Person Requesting: Gulley, B.
Last First Middle

Date of Birth:

Address: Street: MPD City: State: Zip Code:

ID Presented: ☐ DL (State) ☐ SSN ☐ Military ☐ Other ID Number:

"I understand this information is regulated by law."

B. Gulley
Signature

☒ No Record was found with the name and DOB provided.

☐ The following record was found with the name and DOB provided.

Date:	Charges:

☐ Continued on Reverse Side

M. Anderson
Employee Processing History
Records
Title

Date: 3/6/18

Return to Agenda



CITY OF MORRISTOWN APPLICATION FOR SPECIAL OCCASION BEER PERMIT Information & Applicant Checklist



By making this application, the applicant assumes personal responsibility for all information provided. It is the applicant's responsibility to see that the application is complete and correct. The Beer Board could delay action on the application if any information is not accurate. The City Beer Board meets as needed on the first and third Tuesday of each month. To ensure consideration of an application, the applicant must submit the completed application to the City of Morristown Tax Office **at least 60 days prior to the Beer Board meeting.**

To be issued a beer permit for a special occasion, the following conditions must be met:

- The special occasion permit shall not be issued for longer than one (1) twenty-four-hour period, subject to the limitations on the hours of sale imposed by law. The application for the special occasion permit shall include documents showing evidence of the type of organization, copy of IRS determination letter, and state the location of the premises upon which alcoholic beverages shall be served and the purpose for the request of the license.
- The fee for each special occasion license shall be fifty dollars (\$50.00).
- For the purpose of this section:
Bona fide charitable or nonprofit organization means any corporation or legal entity which has been recognized as exempt from federal taxes under section 501c of the Internal Revenue Code for two consecutive calendar years.
- No charitable or nonprofit organization possessing a special occasion permit shall purchase, for sale or distribution, beer from any source other than a licensee as provided pursuant of state law.

The following items must be completed and copies provided (if applicable). Remember, the completed application **MUST BE SUBMITTED** to the City of Morristown Business Tax Office.

- ☒ Application completed & submitted to city business tax office.
- ☒ Agenda Date (Beer Board Meeting) MAY 1, 2018 City Center, Council Chambers
Representative or Manager **MUST** be present at meeting for consideration of permit.
- ☒ Permit application fee (all fees non-refundable) \$50.00
- ☒ Publication fee paid \$30.00
- ☒ Copy of IRS Designation Letter showing 501c for two consecutive calendar years.

I/we hereby make application for a permit to sell or distribute beer or other beverages authorized to be sold, stored or distributed under the provisions of the City of Morristown alcoholic beverage ordinance Title 8 and base my application upon the answers to the following questions:

1. Name of Applicant(s): Crossroads Downtown Partnership Incorporated
2. Applicant(s) address: 172 W. Main St. Suite 200 (mailing is POBox 1893) (Phone) 423-312-1476
3. Name of Special Occasion Event: Concerts on the Downtown Green
4. Date(s) of Event: May 17; June 21; August 16 and Sept 20, 2018 Purpose of Event Community Event Downtown
5. There are approved locations set aside for special occasion events to occur. (These are shown in attached exhibits.)
Please check the location you are requesting: ☐ Downtown ☒ Farmers Market ☐ Rose Center.
If requesting approval for a different location please provide address: Other
6. Event Manager Name and contact information: Barbara A. Garrow, 423-312-1476



CITY OF MORRISTOWN BEER BOARD
AUTHORIZATION FOR CRIMINAL HISTORY



2/23/2018

Date

I, the undersigned applicant, or duly authorized signatory for applicant, for a permit authorizing the sale of beer within the City of Morristown, Tennessee, do hereby authorize the City of Morristown, by and through its agents and representatives and employees, to make inquiry, whether verbal, written, or electronic, of any and all law enforcement agencies or clerks of courts, whether, state, federal or local, concerning my criminal history of any convictions that I have had for any misdemeanor or felony, involving other than minor traffic violations, within the last ten (10) years from the date above.

I, the undersigned, further authorize any and all law enforcement agencies or clerks of courts, whether state, federal or local, or any state, federal, local or national entity storing and providing criminal history data, to release the afore stated information to the City of Morristown.

Residences for Past 10 Years

same

Street Address

Dandridge TN 37725

City, State and Zip Code

Signature

Barbara Avery Garrow

Name -- Printed (include Maiden Name if Applicable)

1945

Date of Birth

Social Security Number

Current Home Street Address

Dandridge, TN 37725

City, State and Zip Code

Signature

Rachel Westra

Name of Witness -- Printed



CITY OF MORRISTOWN
Application for SPECIAL OCCASSION BEER PERMIT
Event Manager Application



Concert Series in the Downtown Green on May 17, June 21, August 16, and September 20, 2018

Reason for Application:

1. Name Barbara A Garrow for Crossroads Downtown Partnership
2. Home Address [REDACTED] City Dandridge State TN Zip 37725
3. Home Phone (865) [REDACTED] Cellular Phone (865) [REDACTED] Date of Birth [REDACTED] / 45
4. Driver's License # [REDACTED] State TN Social Security # [REDACTED]
5. Local Business Name Crossroads Downtown Partnership Incorporated
6. Local Business Address/Zip 172 W. Main St., Suite 200 Business Phone (423) 312-1476
7. Have you ever been convicted of any violation of liquor and/or beer laws, controlled substance laws, felonies, or any crime involving moral turpitude, within the last ten years, or do you have any charges currently pending?
☐ Yes* ☐ No
 *If yes, give particulars of each charge, including city, county, state: court and date: _____
8. Have you ever been convicted of any misdemeanors (including Speeding, DUI, Simple Assault, etc.) within the last ten (10) years or have any charges currently pending?
☐ Yes* ☐ No
 *If yes, give of each charge, including city, county, state, court and date: _____
9. Do you understand both the state laws and local laws regulating the sale and distribution of beer in the City of Morristown?
☐ Yes ☐ No
10. Do you understand that allowing illegal gambling on the premises will subject the permit to revocation?
☒ Yes ☐ No

AFFIDAVIT

I hereby solemnly swear or affirm that each statement on this questionnaire is true and correct and agree that if my statement is false, the permit issued may be revoked by the Beer Board, upon notice and hearing, and that the burden is on the permittee to prove the correctness of all the statements in this application.

I understand that this application is subject to the Tennessee Public Records Act and shall be open for inspection and reproduction by any citizen. Tennessee Code Annotated §10-7-503.

I understand that by submitting this application a background investigation shall be conducted and any and all documents related to my investigation shall become public records.

I hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives, from any and all liability of whatever type for any damages, causes of actions, personal or property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to employees, agents and representatives as stated above.

I have read and understand the foregoing release and understand its provisions and voluntarily consent to abide by its requirements.

Barbara A Garrow
Signature of Applicant

2/23/2018

Date

Sworn to and subscribed by me this 23rd day of February, 20 18.

Notary Public: Rachel Westra

My Commission Expires: 4-28-18





CITY OF MORRISTOWN
SPECIAL OCCASION PERMIT APPLICATION AFFIDAVIT



1. I/we Barbara A Garrow hereby solemnly swear or affirm that each statement in this application is true and correct and understand that if any statement contained herein is false, the permit issued is automatically forfeited and voided. Furthermore, that in the event of forfeiture I/we shall not be eligible to receive another permit for a period of ten (10) years pursuant to Tennessee Code Annotated § 57-5-105(d).
2. I/we understand that all applicants are charged with the responsibility of knowing the local and state beer laws. I/we are aware that the penalty for violating state or local beer laws can include revocation or suspension of the permit and/or the imposition of civil penalties up to two thousand five dollars (\$2,500) per offense.
3. I/we understand that if the business allows illegal gambling on the premises that the beer permit will be subject to revocation.
4. I/we understand that by submitting this application, a background investigation shall be conducted on the Event Manager. It is further understood that any and all documents related to that investigation shall become public record open for public inspection and reproduction pursuant to Tennessee Code Annotated § 10-7-503.
5. I/we hereby release, absolve and hold harmless, the City of Morristown, the Morristown Beer Board, the Morristown Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of actions, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or any other matters related to my application. I/we hereby waive all possible liability of the City of Morristown, Morristown Beer Board, Morristown Police Department, its employees, agents and representatives as stated above.
6. I/we agree that the special occasion permit holder shall use servers possessing server's permits issued by the State of Tennessee Alcoholic Beverage Commission and have said permits available for inspection upon request.
7. I/we agree that the use of any server who has been convicted within the past ten (10) years of any law relating to the sale, possession, manufacture or transportation of intoxicating beverages, including beer, as defined by the City of Morristown Municipal Code Section 8-213 or the use of any server who has been convicted of any felony or crime involving moral turpitude within the past ten (10) years will be cause for possible revocation of the beer permit.
8. I/we understand if any information given in the application subsequently changes, I/we will immediately notify the Morristown Beer Board c/o Business Tax Office.
9. I/we assume full responsibility for the permit and will be accountable for full compliance with the laws of Morristown and the State of Tennessee in the sale of beer.
10. I/we have read the foregoing release. I/we fully understand its provisions, and voluntarily consent to abide by its requirements.
11. I/we acknowledge and understand that the fees paid for the beer permit application process are non-refundable.
12. The undersigned is the applicant or the bona fide and qualified agent/representative of the corporate applicant.

Barbara A Garrow
Applicant Signature or Agent / Representative

2/23/2018

Date

Sworn to and subscribed by me this 23rd day of February, 20 18.

Notary Public: Rachel Westra

My Commission Expires: 4-28-18



INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

SEP 12 2014

CROSSROADS DOWNTOWN PARTNERSHIP
INCORPORATED
PO BOX 1893
MORRISTOWN, TN 37816-1893

Employer Identification Number:
27-2903936
DLN:
17053154315004
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 27, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

Procedures to be followed for sale of beer at Downtown Green Concert Series

Crossroads Downtown Partnership is very cognizant of its responsibilities for providing a family friendly atmosphere in the Downtown Green Space for these events. We plan to have all four concerts follow these procedures. Please refer to attached area map.

1. The Downtown Green will be staked and safety tape will be used to demarcate event area (the Green, and the adjacent parking area to the north of the green between the green and the RR tracks). One entry area will also have a barricade.
2. Toilet facilities will be provided in the parking lot area as noted above.
3. Beverage facilities will also be in a separate section of that parking area on the asphalt.
4. Food, if available, will also be set up in that area.
5. The Farmers Market Pavilion area will serve as a backup for the event in the case of inclement weather. It will be sectioned off accordingly if it is needed. Otherwise it provides additional parking space.
6. Two public entrance area will be provided. One at the NW corner of the green and the other on the NE corner of the green just above the steps. At these entry areas, there will be a table with Crossroads representatives answering questions, and directing folks to where they can put their chairs and enjoy the green before, during and after the concert.
7. The Green will be ready to admit folks by 6 PM, with music starting at 6:30 PM and ending at 8:30 PM.
8. Tickets will be sold to purchase soft beverage. \$1 for soft drinks and water.
9. For Beer, a Tyvek bracelet will be sold for \$5 for a beer. A table for that purpose will be set up and manned by adults on the north side of the green near the food and beverage area. Bracelets will be placed on the purchaser. Beer will be served in the iconic red cups and each time a server provides a beer, the Tyvek bracelet will be punched with a round hole punch. All servers will be licensed servers provided by a company like Pour Guys. That way the event is covered by full liquor liability as CDP will pay extra for that coverage. Any additional beers require an additional hole punch and an additional \$5. No more than 3 beers will be sold to any individual during the concert. All beer will be purchased from a distributor in accordance with TN law.
10. Signs will be posted at the taped perimeter stating "No beer beyond this point". There will be two signs on all four sides of the event area.
11. We will hire two off duty police officers to help us spot for folks trying to bring in their own alcoholic beverages (which is not allowed) or to be on hand to help respond to circumstances as they may arise.
12. We will not asking to close any City streets. However, we will have a monitor wearing a safety vest to assist folks crossing S. Henry Street and put a sign in a traffic cone saying "Watch out for Pedestrians."
13. Besides, trash facilities KMHB will provide containers for disposing recyclable items like cups, plastic bottles, etc.



Esco R. Jarnagin
Sheriff



Wayne Mize
Chief Deputy

Sheriff of Hamblen County

510 Allison Street
Morristown, Tennessee 37814

HAMBLEN CO. ARREST RECORD SEARCH

DATE: 2-27-18

AN ARREST RECORD SEARCH WAS PROVIDED FOR THE FOLLOWING
INDIVIDUAL:

NAME: Barbra A. Garow

DATE OF BIRTH: [REDACTED] 45

INDIVIDUAL HAS NO RECORD AT THE HAMBLEN CO. SHERIFF'S DEPT. ☒

Has Arrest with Morristown Police Department, Please Contact MPD-423-585-2710

INDIVIDUAL HAS THE FOLLOWING RECORD AT THE HAMBLEN CO. SHERIFF'S DEPT:

NO RECORD
FEB 27 2018

HCSD

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT THE HAMBLEN CO.
SHERIFF'S DEPT. RECORDS OFFICE AT (423) 585-2769. THIS
RECORD CHECK IS A COUNTY RECORD CHECK ONLY.

Kim Sipe

PHONE: (423) 586-3781 - Administrative
(423) 585-2720 - Jail
FAX: (423) 587-1658 - Administrative
(423) 587-1329 - Jail



City of Morristown
Office of the Police Department
LOCAL ARREST HISTORY
MORRISTOWN, TN (CITY LIMITS ONLY)



Subject of Inquiry: GARROW BARABRA A.
Last First Middle

Date of Birth: 1945
Full Maiden Name if Applicable

Address: Street: _____
City: _____ State: _____ Zip Code: _____

ID Presented: ☐ DL (State _____) ☒ SSN ☐ Military ☐ Other ID Number:

☐ Check if information is same as above

Person Requesting: GULLEY B.
Last First Middle

Date of Birth: _____

Address: Street: MPD
City: _____ State: _____ Zip Code: _____

ID Presented: ☐ DL (State _____) ☐ SSN ☐ Military ☐ Other ID Number: _____

"I understand this information is regulated by law."

Signature Billy Gulley

☒ No Record was found with the name and DOB provided.

☐ The following record was found with the name and DOB provided.

Date:	Charges:

☐ Continued on Reverse Side

Melinda Andrews Records
Employee Processing History Title

Date: 2/27/18

[Return to Agenda](#)