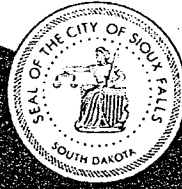


City of
Sioux Falls



Police
Department

Providing a Better Quality of Life for You!

320 West Fourth Street, Sioux Falls, SD 57104-2413
www.siouxfalls.org

Police Information 605-367-7212
FAX 605-978-6606
TTY/Hearing Impaired 605-367-7231

ALCOHOL SALES AND SERVICE

This is a guideline for coordination with the Sioux Falls Police Department to satisfy requirements for license approval through the Planning and Zoning Department. The purpose of this requirement is to show that you have considered and planned for most situations that would occur and will or have reviewed these guidelines with employees, with assistance from the Sioux Falls Police Department.

Contact person: Officer Kyle Johnson, Administration Division, 605-978-6866 of
kmjohnson@siouxfalls.org

WHAT YOU NEED TO DO:

1. Show in "bullet" statement fashion, on paper, what the company/business policy and/or policy will be to prevent problems with underage customers.
2. Make a copy of those procedures available to the City Of Sioux Falls (Jim will work with you on any measures you plan to take and make safety suggestions as needed).
3. This plan will be forwarded to Planning Board or one is being worked on. Some items in the "plan" may not take effect till after the business opens (training of staff).
4. The purpose of the plan is to consider as many possibilities of criminal activity and plan ahead for what might happen. By planning ahead the business is able to eliminate many potential problems. Another purpose is to work as a group with the business, management, and police to handle any problems as they occur.
5. A sample of the "bullet" statement security plan is listed on the next page. Your plan may need to be more detailed depending on your business and customer base.
6. Once the plan has been approved by the Sioux Falls Police Department it will need to be sent to Jamie Palmer with Licensing Department at 224 W 9th St, Sioux Falls SD 57104. Her number is 367-8082.

Administrative Services
605-367-7261
FAX 605-978-6580

Uniformed Services
605-367-7230
FAX 605-978-6639

Investigative Services
605-367-7234
FAX 605-978-6676

Records Section
605-367-7226
FAX 605-978-6606

SAMPLE SECURITY PLAN

SIOUX FALLS BAR AND GRILL

- We will conduct training of all employees at beginning of hire and renewal training annually on how to check ID's, business policy and procedures on the sale of alcohol and current South Dakota state laws that are applicable.
- We will work with the Sioux Falls Police Department on proper reporting of violations and how to deal with problem customers including safety issues.
- A copy of this plan will be made available to the Administration Division of the Sioux Falls Police Department and an annual review of the plan will be conducted, if needed, to ensure continued enforcement of the plan.
- We will have security or other personnel stationed at entrances to check ID's of customers as appropriate. Any employee that serves alcohol will also have the option of checking a customer's ID at any time while the customer is on premises.
- We understand we have the right to refuse service of any person if they are not able to show an ID or any person who has shown a potential for disorderly conduct.
- We will inform employees of consequences for violation of this plan.