Elkins Mayor  
Elkins City Hall  
401 Davis Avenue  
Elkins, WV 26241

Mayor:

\_\_\_\_\_\_\_\_ requests endorsement of a Nonintoxicating Beer Floor Plan Extension.

* Date:
* Location:
* Time: \_\_\_\_\_-midnight

<describe location of event and where/how alcohol will be sold>

A \_\_\_\_\_\_\_\_ employee will be checking ID’s.

Signs will be posted stating beer cannot be carried out of the designated area.

Additional staff will be monitoring attendees to ensure drinks are not being shared.

Sincerely,