

5. **Location of the business by street address. For special event, list location of the event.**

2017 Mallory Lane

Phone number of the business _____

6. **Please give the following information on the person who will be managing the business. This person is an owner _____ or a managing agent .**

Name _____

Drivers license # _____

State _____

Date of birth _____

Soc. Sec. # _____

Home phone # _____

Daytime phone # _____

7. **Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.**

Name _____

Lisette Zamora

Title _____

Paralegal

Mailing Address _____

7300 N. Kendall Drive

City, State, Zip _____

Miami, FL 33156

Daytime contact phone number _____

305-670-7696

8. **Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes _____ No .**

If so, specify number _____. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

9. Do you own the premises on which you will operate? No
If no, please give the name and address of the property owner.

207 Mallory Partners
% Brookside Properties, Inc.
2002 Richard Jones Rd., Suite 200C
Nashville, TN 37215

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? NO If so, give particulars of each charge, court and date convicted.

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No X If so, please give date, place and cause of said revocation.

12. Give the name and address of the former beer permittee at this establishment.

Unknown

13. Give applicant's history of involvement in the beer business, if any.

Applicant operates Pollo Tropical restaurants in over 80 locations in the United States.

14. Give applicant's employment record for the past 10 years.

N/A

15. What is the exact nature of the business in which you are applying for a beer permit?
(Restaurant, tavern, motel, etc.)

Restaurant

16. Will a full course menu be served? Yes
17. Will separate and sanitary facilities be maintained for men and for women? Yes
18. Will dancing be allowed on your premises? No
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? _____

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.
- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
 - (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
 - (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
 - (d) You will rigidly enforce the law against sales to minors.
 - (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
 - (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
 - (g) You will not attempt to transfer this permit to anyone else.
 - (h) You will display this permit in a prominent place in your establishment.
 - (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
 - (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
 - (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

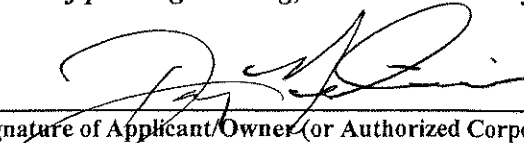
A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

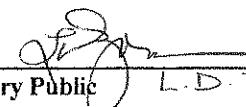
I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.



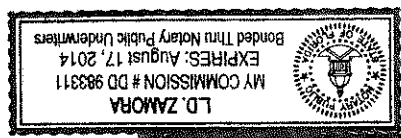
 Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: POLLO OPERATIONS INC.
 Name of Business Entity

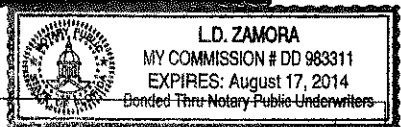
Sworn to and subscribed before me this 30 day of Apr, 2013 by Danny Meisenheimer who is personally known to me.



 Notary Public L.D. Zamora



My Commission Expires: 17 Aug 2014



Official Use Only	
Application Fee \$ <u>250⁰⁰</u>	Date Paid <u>5-10-13</u>
Privilege Tax \$ <u>58⁰⁰</u>	Date Paid <u>5-22-13</u>
Board Meeting Date <u>6, 11, 13</u>	

ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

Pollo Tropical®

Alcoholic Beverage Program

The Responsible Vendor Program is the property of Pollo Operations, Inc. The information contained in this Program is for the personal use of Pollo Tropical employees and Franchisees of the Pollo Tropical system. The transference or disclosure of this material is prohibited

POLICY AND PROCEDURES BOOKLET

This manual is the property of Pollo Tropical and can not be used without written consent.

5.1

Management Systems – Alcoholic Beverage



ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

INTRODUCTION

The purpose of this Responsible Vendor Program is to educate you about alcohol consumption, company policies, and the law. Only through this knowledge can you be a responsible, competent employee serving alcoholic beverages. This knowledge is vital in order to maintain Pollo Tropical's positive image.

Pollo Tropical will actively and responsibly sell alcoholic beverages to our guest in order to offer our guest with a wider variety of beverage selection, thus enhance and support food sales by providing our "Total Guest Satisfaction.

ALCOHOLIC BEVERAGES TRAINING

Pollo Tropical will provide training to all restaurant management and team members (*Cashiers, Line Server, Fry Station and Dining Room Attendant*) to ensure responsible service in keeping with our legal and moral obligation to our guests, and the communities in which we conduct business.

The Responsible Vendor Program reviews the laws covering the service of Alcoholic Beverages, methods for recognizing and dealing with underage customers, the effects of alcohol on the body and behavior and the effects of alcohol in combination with commonly used drugs, both legal and illegal.

The Responsible Vendor Program will be provided to you at the time of hire by the General Manager. You will watch a video, review the Responsible Training Manual and take an exam. You must successfully pass the exam prior to you starting to work on a shift.

Once you have finished with the Responsible, a member of the General Manager will discuss with you the Responsible Vendor Program and answer any questions you may have. **You must take the Responsible Vendor training approved by the State of Florida with in 30 days of hire. (15 days for managers.)**

After you have successfully passed the Responsible Vendor Program, you will then be required to sign an acknowledgment form located on the last page of the booklet. The acknowledgment confirms you have received training and understand the Responsible Vendor Program, Pollo Tropical Policy and that you will be held **legally accountable** for selling/serving Alcoholic Beverages to underage guest, to an intoxicated guest or to a person you know is habitually addicted to Alcoholic Beverages. The Alcoholic Beverages Acknowledgment form will be placed in your personnel file, kept at the corporate office.

Under no condition will you be permitted to sell/serve Alcoholic Beverages without successfully passing the Responsible Vendor Program and a sign acknowledgement form.

In addition to the Pollo Tropical initial Responsible Vendor training, Pollo Tropical will provide tri annually updates and/or additional information about legal considerations in your area.

If you **do not** pass the Responsible Vendor Program you may be removed off the schedule or positioned in a station that does not require Responsible Vendor Training.

This training material attached in the Responsible Vendors package is yours to keep for reference.

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

LEGAL REQUIREMENTS

Pollo Tropical restaurants that serve alcoholic beverage are defined in legal terms as an **on-premise retail dealer**. In this role we are subject to federal laws, state laws, county laws and municipal laws, as well as zoning ordinances, building codes, Tobacco and Alcohol department codes, health department codes and fire codes. It is important that you know and understand the laws that apply to your restaurant. Failure to comply with these requirements carries severe penalties and can result in criminal prosecution and termination from Pollo Tropical.

A license or permit is required to sell alcoholic beverages. This is a document that grants permission to sell specific alcoholic beverages types. Licenses and permits typically are valid for one year, requiring annual renewal and payment of an annual fee.

LEGAL CONSIDERATIONS

There are certain federal, state, and local regulations that specifically apply to your restaurant's alcoholic beverage service operation.

Since each area has different laws a member of the management team will provide you with the information to fill in the blanks in following paragraphs.

Hours of Service

Legal hours for service of alcoholic beverages in this area are 10:30 A.M. to 12 Midnight.

Company policy requires that we discontinue offering alcoholic beverages **30 minutes** prior to closing. The law requires that all drinks be removed from the table at the legal closing hour.

Purchase of Alcohol from a Whole Sale Vendor

Restaurants must purchase alcoholic beverages from a wholesale vendor, and it must be delivered to the store. All alcoholic beverages on site must have an invoice to support it. If the location runs short or out of alcoholic beverages, it CAN NOT

- Purchase alcoholic beverages from an outside source
- Transfer or borrow alcoholic beverages from another restaurant


Age of Alcoholic Beverage Sellers/Servers

A seller or server of must be at least 18 years of age.

Age of Alcoholic Beverage Consumers

By law, an individual must be 21 years of age to buy/and or consume alcoholic beverages

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

Third Party Liability

The possibility of a liquor liability lawsuit exists with each alcoholic beverage you serve. The courts may hold you, the company, and anyone else associated with the sale and service of alcoholic beverages financially responsible if:

1. You knowingly allow any guest to consume alcoholic beverages to the point of intoxication and he/she later is responsible for damages or injury to himself/herself, other person or property.
2. You knowingly provide any type of alcoholic beverage service to an already intoxicated individual, and he/she later is responsible for damages or injury to himself/herself, other persons, or property.

Remember, Pollo Tropical is committed to "Total Guest Satisfaction" One way we look to achieve this is by providing our guest with a wider variety of beverages. This includes the sale of alcoholic beverages. In order for us to do this successfully, you, as a team member, must be responsible for and aware of the legal repercussions that may occur if you fail to comply with legal requirements and Company policy.


Not Acting Responsibly and Non- Compliance could result in:

1. Team member termination
2. Suspension or revocation of the restaurants liquor license.
3. Unfavorable publicity
4. Loss of liability insurance
5. Fines and/or imprisonment (Personal Liability)
6. Civil, criminal, **personal** and financial liability

Accepting responsibly and complying with the law result in:

1. Maintaining our professional image in the foodservice industry.
2. Our moral image in the neighborhood and community.

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

ALCOHOLIC BEVERAGES KNOWLEDGE

Having knowledge in the area of alcohol consumption is the key factor in preventing liability lawsuits against **YOU** and Pollo Tropical. The sale of alcoholic beverages is a privileged business; you must understand your responsibilities to our guest(s) and to the restaurant.

The following information was taken from various alcoholic beverage industry trade publications to increase your awareness of important facts:

1. Keep in mind that alcohol is an addictive and abusive drug which can severely impair an individual's ability to function...behind the wheel or any where else.
2. Alcohol is the key chemical ingredient in distilled beverages, wine, and beer. By definition, it is classified as both a drug and food because it greatly affects the central nervous system and also contains vitamins. However, it has no nutritional value.
3. Most beers contain 4% alcohol and wines contain 9 to 12% range.
4. Each person has a different alcohol consumption tolerance level depending on body weight, liquor intake, and Blood Alcohol Content (BAC), which is defined as the percentage of alcohol in the blood.
5. As alcohol enters the body, 20% is absorbed into the bloodstream through the small intestine. Once in the bloodstream, alcohol permeates the body tissue and the brain where it depresses the central nervous system.
6. High Blood Alcohol Content (BAC) levels not only depress brain activity but may also impair balance, memory, and muscular coordination. Heavy alcohol intake within a relatively short time span depresses the brain further, causing severely affected judgment, dulled sensory perceptions, and loss of control.
7. The rate at which alcohol enters the bloodstream and affects the brain and body depends on the following factors:
 - How quickly the alcohol was consumed
 - Whether it is consumed on an empty or full stomach
 - What type or combination is consumed
 - How much the individual weighs
 - The surrounding circumstances
8. Because alcohol is quickly distributed throughout the circulatory system, the larger/heavier person will have smaller concentrations in his/her bloodstream and body than the smaller/lighter person.

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

ALCOHOLIC BEVERAGES KNOWLEDGE (Continue)

Probable BAC Estimating Chart

This chart is only to be used to illustrate general tendencies. Drink tables have limited practical applications. The potential for error is very significant.

BAC Chart

Drinks	Approximate Blood Alcohol Percentage								
	Body Weight in Pounds								
	100	120	140	160	180	200	220	240	
0	.00	.00	.00	.00	.00	.00	.00	.00	Only Safe Driving Limit
0	.00	.00	.00	.00	.00	.00	.00	.00	Only Safe Driving Limit
1	.04	.03	.03	.02	.02	.02	.02	.02	Driving Skills Significantly Affected
2	.08	.06	.05	.05	.04	.04	.03	.03	
3	.11	.09	.08	.07	.06	.06	.05	.05	
4	.15	.12	.11	.09	.08	.08	.07	.06	
5	.19	.16	.13	.12	.11	.09	.09	.08	Possible Criminal Penalties
6	.23	.19	.16	.14	.13	.11	.10	.09	Legally Intoxicated
7	.26	.22	.19	.16	.15	.13	.12	.11	
8	.30	.25	.21	.19	.17	.15	.14	.13	Criminal Penalties
9	.34	.28	.24	.21	.19	.17	.15	.14	
10	.38	.31	.27	.23	.21	.19	.17	.16	Death Possible

Subtract .01% for each 40 minutes of drinking.
One drink is 1.25 oz. of 80 proof liquor, 12 oz. of beer,
or 5 oz. of table wine.

Note: It takes about one hour to cancel the effects of one drink. So it takes about four hours to cancel the effects of four drinks.

*Subsequent hours: One drink per hour for each person, regardless of body size.

Alcohol can affect a person 30 to 90 minutes after he/she stops drinking.

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

ALCOHOL BEVERAGE POLICIES & PROCEDURES

Pollo Tropical is committed to the responsible service of alcoholic beverages to responsible consumers. We are also committed to actions that will help reduce traffic accidents involving alcohol. Accordingly, all employees are required to follow the procedures listed below:

1. Employees selected must be successfully pass the Pollo Tropical Responsible Vendor within 30 days from employment.
2. No employee will serve an alcoholic beverage to any person less than **21 years of age** or to any person who is visibly intoxicated.
3. In order to be served an alcoholic beverage, any guest who is apparently under **30 years of age** is required to present documentation that shows him or her to be 21 years or older. Acceptable documentation is a driver's license with photo or photo identification issued by a governmental body (Passport or Military ID)
 - a. The employee will check the identification to ascertain that it is authentic. The manager should be informed if there is any appearance of forgery or tampering.
 - b. In the absence of authentic identification, or in case of doubt, the employee will notify the manager who will decline service of alcoholic beverage to the guest.
4. It is the employee's responsibility to notify a manager immediately when a guest shows visible signs of intoxication. The manager will then inform the guest that further service of alcoholic beverages is no longer legal and suggest alternative refreshment.
5. Any guest showing visible signs of intoxication will be urged to use the alternative transportation. If, after strong arguing, he or she refuses, a reasonable attempt should be made to obtain the keys to his or her car. **If, despite these efforts, the intoxicated guest leaves in his or her car, the license plate number should be noted and the appropriate law enforcement officials should be notified.**
6. You may not serve Alcoholic Beverages to a known person(s) who is habitually addicted to Alcoholic Beverages.
7. All employees will fill out a written report whenever required, for example when service is refused to a guest or when alternative transportation is arranged.
8. It is not permissible to serve more than **1 drink** per guest at one time or no more than **2 drinks** per guest per visit.
9. No employee will serve drinks to a guest during a short interval.
10. **Do not** insist that a guest has another drink once they have **declined**.
11. Alcohol **can not** be discounted, for any reason. Alcoholic Beverages not accounted for must be recorded as waste.
12. Employees may **NOT** drink alcohol beverages while in Pollo Tropical uniform in a Pollo Tropical restaurant before, during or immediately after a shift.
13. Beer and wine will not be served to restaurant employees at any time, prior, during or after work hours.
14. One who takes order, prepares, serves or one that discards alcoholic beverage containers must be at least 18 years of age.

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

ALCOHOL BEVERAGE POLICIES & PROCEDURES (continue)

15. You may not sell alcoholic beverages to any adult for use by individuals under age 21. If you suspect this is the purpose, do not make the sale.
16. Managers who receive the truck delivery that contains alcoholic beverages must be **21 years or older**.
17. It is not permissible for guest to bring their own alcoholic beverage inside the restaurant.
18. Beer and wine will not be sold in take-out or drive thru orders.
19. Guest(s) are allowed 15 minutes to finish their beverage after the last call 30 minutes prior to close.
20. Empty or leftover alcoholic beverages should be cleared off the tables immediately when guest exits or 15 minutes prior to closing time.
21. Alcoholic Beverages **may not** be removed from the restaurant.
22. All alcoholic beverages must be opened prior to serving to guest(s).

**** Violations of the Policies & Procedures aforementioned above will be grounds for immediate dismissal ****

ILLEGAL TO SERVE ALCOHOL BEVERAGES

1. **Minors**
2. **Intoxicated individuals**
3. **Known, habitual alcoholics**

There is no penalty for refusing to serve someone you suspect is one of the above. Follow good business ethics and comply with the policy and procedures.

1. MINORS

It is a very serious violation of the liquor code to serve Alcoholic Beverages to a minor. The consequences may be quite severe! **Check the ID** of any person(s) who appears to be under the age of 30. Use the **UNDER 21 CALENDAR** provided at each cashier station to assist you in calculating birthdates.

In many states it may be illegal for a minor to buy, or attempt to buy, alcohol. It may also be illegal for a minor to present a false ID. However, the exact restrictions may vary from state to state.

Even if it not illegal in your area for a minor to present a false ID or to attempt to purchase alcohol, **it is illegal for you to serve to a minor. You will be held accountable, even if the minor is not!**

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

ILLEGAL TO SERVE ALCOHOL BEVERAGES (Continue)

2. INTOXICATED INDIVIDUALS

Serving alcohol to an intoxicated individual is a very serious violation of the liquor code. Whether a guest has been drinking at your establishment or whether a guest enters already intoxicated, it is illegal to serve that individual any more alcohol. Remember that **CHANGES** in behaviors are significant, not just behaviors themselves. Because different people have very different personalities, and differing ways of socializing, **changes in behavior** are what give clues about a guest's alcohol consumption. Please review the Signs of Intoxication topics below to further increase your awareness. **REVIEW THE EFFECTS OF ALCOHOL ON THE BODY in the Responsible Vendor Training Guide page 5.**

Observing changes can also help prevent embarrassing mistakes. Certain handicaps or physical conditions may cause a guest to stumble, slur his/her speech, or have difficulty concentrating. Since these are not signs of intoxication for the individual in question, you should not be misled.

ILLEGAL TO SERVE ALCOHOL BEVERAGES (Continue)

3. HABITUAL ALCOHOLICS & HEAVY DRINKERS

A habitual alcoholic has a physical dependence of alcohol and can become known to you in one of two ways:

1. A family member notifies you of the problem
2. You observe over a period of time that a regular guest can not handle alcohol.

Heavy drinkers are not physically dependent on alcohol. But they do consume two or more drinks per day or overindulge on occasions.

More than on-half of the drivers in alcohol – related crashes have a (BAC) of at least twice the legal limit.

REMINDER! Selling Alcoholic Beverages to a Minor, intoxicated person or a Habitual Alcoholic is a criminal offense and you will be arrested and taken to jail. The company does not get charged with the criminal offense – **YOU WILL BE CHARGED PERSONALLY AND WILL HAVE TO GO TO COURT.**

You are not allowed to serve more than 1 Alcoholic Beverage per guest per order or no more than 2 Alcoholic Beverages per guest visit.

Post by Time Clock:

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

Pollo Tropical maintains a family oriented restaurant and sells alcoholic beverages only as a compliment to the food item menu. The general policy is to serve 2 to 3 alcoholic beverages per person. However, the Manager has the discretion to limit a guest's purchase and/or consumption of alcoholic beverages. Pollo Tropical reserves the right to refuse service to anyone who we feel may be a danger to themselves or others.

Selling alcohol to a minor or intoxicated person is a criminal offense. If you sell to a minor, intoxicated person or a habitual alcoholic you can be arrested and taken to jail.

All Managers and front of the house team members must be **SELLER CERTIFIED**. No employee is allowed to run a front of the house until they are SELLER CERTIFIED. You can obtain information and be scheduled to become certified from your Alcohol Beverage Program.

Front of the House team members include; Managers, Cashiers, Line Servers, Dining Room Attendant and Fry Position.

UNDERCOVER STINGS: The Bureau of Alcohol & Tobacco conducts undercover stings to target violations for:

SALE TO A MINOR:

1. Always ask the guest if he/she is 21 years old. If the guest is working for or under the supervision of the Bureau of Alcohol & Tobacco, they cannot lie.
2. Ask to see the guest's identification. **Note:** a minor's driver's license states the person is under 21 and is in vertical format.
3. Double check the date: Persons born (today's date) in 1986 are 21 years old.

SALE TO AN INTOXICATED PERSON:

1. You have the right to refuse to sell alcoholic beverages to anyone who is or appears to be intoxicated.

REMOVAL OF ALCOHOLIC BEVERAGES FROM PREMISES IS PROHIBITED:

1. Inform the guest that alcoholic beverages cannot be removed from the premises. If the guest removes alcoholic beverages from the premises **DO NOT attempt to physically stop them.** Get their license plate number and report the incident to the police.

TICKETS, WARNINGS, NOTICES OF LEGAL ACTION: If any of these items is issued to this store, immediately contact your district manager and send notice to Lisette Zamora Legal Department, (305) 670 -7696.

DOCUMENTS REQUESTED BY THE DABT: If a Bureau of Alcohol and Tobacco agent requests financial documents or other information, contact Lisette Zamora, Legal Department, (305) 670 -7696.

REQUIRED RECORDS & POSTINGS

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ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

As an on-premise retail dealer, you are required to keep records of all beer and wine received.

Records

1. You must keep copies at the restaurant Alcoholic Beverages of invoices, sale and inventories for 1 year.

Note: Managers must fax approved Alcoholic Beverages invoices to Suzanne Brandenburg or Tiffanie Clark in the Syracuse home office. The Fax number is (315) 472 – 3008. Any issues should be identified on the invoice signed by the driver. Managers who sign off on the invoice containing Alcoholic Beverages must be 21 years old or older.

2. The new Florida Alcohol & Beverage Training code will appear in WebCems as **FABT**. Once a team member has pass the Responsible Vendor exam, click inside the square of the **FABT** column of WebCems to record the team members has successfully passed the Responsible Vendors program.
3. Documentation of employees who attend the tri-annual meetings (required), or other scheduled meetings approved by the Division, wherein the vendor's policies and procedures are discussed with reports and acknowledgements by team members. (**Keep Inside the Responsible Vendor Folder**)
4. Alcoholic Beverage Incident Log
5. Pollo Tropical Alcoholic Beverage Program
6. Responsible Vendor Training Program

Postings

1. Posting sign "**It is Unlawful to serve or sell Alcoholic Beverages to a person under the age of 21 and the use of illegal activities.**" (Laminated and Post in Dining Room by Cashier Station)
2. Copy of the **Alcohol & Tobacco License** (Framed and Post in the Dining Room by Cashier Station)
3. We I.D. Everyone Under The Age of 30 (Laminated and Post in the Dining Room by Cashier Station)
4. Alcoholic Beverage "Time Clock" (Laminated and Post by register where team members clock in and out daily.)

POLLO TROPICAL ALCOHOLIC BEVERAGE PROGRAM ACKNOWLEDGEMENT FORM

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5.11

Management Systems – Alcoholic Beverage

ALCOHOLIC BEVERAGE PROGRAM

05/06/2013

As part of the condition of my employment by Pollo Tropical, I _____
understand and agree to the following rules about the sale of alcoholic beverages on the
date ___/___/___.

1. I will not sell or serve alcoholic beverages to any person less than 21 years of age. If the person does not appear to be at least 30 years old, I will ask for identification. If there is any doubt about the person's age, I will not make the sale.
2. I will not knowingly sell alcoholic beverages to any adult for use by individuals under the age of 21. If I suspect this is the purpose, I will not make the sale.
3. I will not knowingly sell alcoholic beverages to an intoxicated person or a habitual alcoholic.
4. I will not sell alcoholic beverages to a person during restricted hours. The restricted hours for my area are: _____ to _____.
5. I will not sell alcoholic beverages to a person who is acting disorderly.
6. I will not engage in the use, sale or trafficking of controlled substances on the licensed premises and will immediately report such violation observed by me to my manager or supervisor.
7. I will enforce all the Pollo Tropical policies and procedures regarding the sale of Alcoholic Beverages and as listed inside this Responsible Vendor Program.

I _____, have read this training booklet and understand what is required in regard to the Alcohol Beverage Service Program and agree to follow the guidelines as outlined in the booklet.

I understand these are my company's policies and my failure to comply with them could result in my immediate dismissal. I further acknowledge that I have received personal instructions regarding the information contained in the Alcoholic Beverage Program and Responsible Vendors Program from a designated Manager/Supervisor or trainer.

Trainee Name

Date

Trainee Signature

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POLICE DEPARTMENT


David Rahinsky
Chief of Police



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

May 9, 2013

TO: Lt. Charles Warner 


FROM: Mary Casteel
Mary Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Theresa A. Johnson, Managing Agent for Pollo Tropical and found to be clear.

A check was completed through LexisNexis/Accuint and found to be clear.

Requested by: Christy McCandless



City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 5-9-13
TO: POLICE CHIEF
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT
BEER BOARD MEETING DATE 6-11-13

- Applicant is requesting a temporary permit. Please return ASAP.
- Please return by 5-20-13 to provide information for Beer Board meeting agenda.

Name of Business Pollo Tropical

Location of Business 2017. Mallory Ln

Name of applicant Pollo Operations LLC

Managing Agent 

Drivers License  State 

Date of Birth  Soc. Sec. 

- Recommend. Based on information available to date, the applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.
- Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 5-9-13
TO: **CODES DEPT**
FIRE DEPT
FROM: **CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR**
RE: **BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT**

- ON PREMISES PERMIT
- OFF PREMISES PERMIT
- ON AND OFF PREMISES PERMIT
- MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- SPECIAL EVENTS PERMIT

Applicant is requesting a temporary permit. Please return ASAP.

Please return by 5-24-13 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 6-11-13

Name of Business Pollo Tropical

Location of Business 2017 Mallory Lane

CODES DEPT

M. Haman
Building Inspector

5-10-13
Date

Pending Cert. of Occupancy

FIRE DEPT

Fire Inspector

Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 5-9-13
TO: **CODES DEPT**
FIRE DEPT
FROM: **CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR**
RE: **BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT**

- ON PREMISES PERMIT
- OFF PREMISES PERMIT
- ON AND OFF PREMISES PERMIT
- MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- SPECIAL EVENTS PERMIT

Applicant is requesting a temporary permit. Please return ASAP.

Please return by 5-24-13 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 6-11-13

Name of Business Pollo Tropical

Location of Business 2017 Mallow Lane

CODES DEPT

Building Inspector

Date

FIRE DEPT

Jonathan Boyd
Fire Inspector

Date