



STATE OF MARYLAND FREDERICK COUNTY LIQUOR



Email: LiquorBoard@FrederickCountyMD.gov
Phone: 301-600-2984 Fax: 301-600-3500

APPLICATION FOR PROMOTER'S AND CLASS C SPECIAL LICENSE

First time applicants must submit the following items: (This is only for the initial license, not subsequent licenses)

- Constitution and by-laws showing that the organization is non-profit (Exempt Status 501c (3))
- Federal Tax ID Certificate (Exemption from federal income tax as provided for in 501c (3))

All applications must submit the following:

- Affidavit completed and signed by Landlord
- Affidavit completed and signed by applicants, both the Promoter and Non-Profit Organization
- Non-Profit applicant must be a Frederick County resident for two years and a registered voter.
- Appropriate fees (credit card, cash, or check (made payable to Treasurer of Frederick County))

APPLICATIONS SUBMITTED WITHOUT 2 WEEKS NOTICE ARE SUBJECT TO A LATE FEE WITH APPLICATION FEE

TYPE OF LICENSE REQUESTED:

Beer Only
 Beer and Wine
 Beer, Wine & Liquor

Date of Event: _____ Hours of Event: _____ Hours of Alcohol Service: _____

Rain Date: _____ Estimated # of Attendees: _____ Indoor Outdoor

Event Name: _____

Name and Address where event will be held: _____

Owner of Facility: _____

Description of Premises (Please attach a diagram of the event):

Providing Special Event Bottles: Yes No Basket of Cheer: Yes No

Alcohol Awareness Name: _____ Exp: _____ Name: _____ Exp: _____

Will there be Entertainment: Yes No Hours: _____ Type: _____

Will a Brewery/Winer/Distillery be involved with the event in any way: Yes No

(If so, please attach a separate sheet listing each brewery/winery/distillery and explain how they are involved with the event and attach necessary permits)

Caterer/Food Vendor:

Name: _____ Phone#: _____ Email: _____

Name: _____ Phone# _____ Email: _____

Will there be hired Security: _____ If YES, Security Company Name: _____

Security Contact: _____ Phone: _____ # of Security Personnel at this Event: _____

Alcohol Plan: *All events must submit an alcohol plan. (This can be included in your Security Plan). This plan should include how you will be serving/selling alcohol (bartender, sectioned off beer garden, etc.), who will be checking IDs, how drinks will be sold (tickets, cash bar, etc.), if under 21 persons are allowed to attend event, how will they be differentiated between those who are 21 years old and over. IF NEEDED, PLEASE ATTACH A SEPARTE SHEET. *See attached Diagram Check List.*

PROMOTER INFORMATION

Company Name: _____ Company Address: _____
Applicant Name: _____ Home Address: _____
Phone: _____ Cell: _____ Email: _____
Date of Birth: _____ Country of Birth: _____ Naturalized at: _____ Year: _____ If not born a US Citizen

NON-PROFIT INFORMATION

Organization Name: _____ Organization Address: _____
Applicant Name: _____ Home Address: _____
Phone: _____ Cell: _____ Email: _____
Date of Birth: _____ Country of Birth: _____ Naturalized at: _____ Year: _____ If not born a US Citizen
Period of Residency in Frederick County _____ Frederick County Registered Voter Yes No

In applying for this Promoter and special temporary license it is important that you realize the responsibility associated with the issuance of the license. All persons or groups using these licenses as authorized under Section 20-1103 and 20-1301 of the Alcoholic Beverages Article of the Annotated Code of Maryland are required to ensure compliance with all the laws and rules relating to the sale of alcoholic beverages. Special notice should be taken of the following:

- All persons must be 21 years of age to purchase alcoholic beverages.
- All sales must stop promptly at the time printed on the license.
- No intoxicated person may be served any alcoholic beverage.
- No unnecessary noise or disturbance that could be a nuisance to the community shall occur.
- The person responsible for the function must see that order is kept at all times.
- The applicant is for the Non-Profit is a Frederick County resident of two years and a registered voter.
- The applicants have not been convicted of a felony.
- The applicants have not had a license for alcoholic beverages denied or revoked.
- The applicants agrees to purchase alcohol from a licensed Frederick County vendor.
- If, in the Board’s discretion, the event is a threat to the health, peace and safety of the neighborhood, the license will be denied.
- If, in the Board’s discretion, the organization abuses the privilege of the license or has requested an inordinate number of licenses, the license will be denied.
- The applicants will, if granted a license, conform to all laws and regulations relating to the business in which the applicant proposes to engage.
- Applicants have not been adjudged guilty of violating the laws governing the sale of alcoholic beverages within the United States or for the prevention of gambling in the State of Maryland, or adjudged guilty of any offense against the laws of the State of Maryland or of the United States.
- The Comptroller, the Comptroller’s duly authorized deputies, inspectors and clerks, the Liquor Board for the aforesaid County, its duly authorized agents and employees, and any peace office of such county, can inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

Affidavit:

“By signing this application, I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing document are true and correct to the best of my knowledge, information and belief.”

_____	_____	_____
Signature of Promoter	Printed Name of Promoter	Date
_____	_____	_____
Signature of Non-Profit Applicant	Printed Name of Non-Profit Applicant	Date

CERTIFICATE OF PROPERTY OWNER: I hereby certify, That I am the owner of the property named in the foregoing application for an alcoholic beverage license and that I hereby consent to the use of the said property for the sale thereon of such alcoholic beverages as permitted by law, and I do hereby grant permission to the State Comptroller, his duly authorized deputies, inspectors, and clerks, the Board of License Commissioners for Frederick County, its duly authorized agents and employees, and any peace officer of such Frederick County to inspect and search, at any and all hours, without warrant, the premises and any and all parts thereof upon and in which the business is to be conducted.

Affidavit:

“By signing this application, I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing document are true and correct to the best of my knowledge, information and belief.”

_____	_____	_____
Signature of Property Owner	Printed Name of Property Owner	Date
_____	_____	_____
Entity Name	Address	Phone