



# City of Tucker

4228 First Avenue, Tucker, GA 30084

Phone: 678.597.9040

www.tuckerga.gov

## Special Event / Temporary Alcoholic Beverage License Application Non-Profit Organization

**City of Tucker Code Section 4-30 authorizes non-profit organizations to apply for a special event / temporary alcoholic beverage license for an event up to a maximum of four (4) events annually.**

Check Appropriated License:  Beer and/or Wine (\$90.00)  Liquor (\$90.00)

Beginning Day \_\_\_\_\_, Date \_\_\_\_\_, and Time of Event/Festival: \_\_\_\_\_ (am/pm)

Ending Day \_\_\_\_\_, Date \_\_\_\_\_, and Time of Event/Festival: \_\_\_\_\_ (am/pm)

Number of Days: \_\_\_\_\_

Will the Event Be Held Outdoors? \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

Will Live Entertainment Be Offered? \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

Will Adult Entertainment Be Offered? \_\_\_\_\_ If Yes, Explain: \_\_\_\_\_

**The following documents must be included with your application:**

- Copy of civic organization's 501(c)3, or other exemption letter from the IRS.
- A Statement of Acknowledgement & Consent signed by a corporate officer of the exempt organization signifying their knowledge of the event, and authorization for their association.
- List of Corporate Officers in verification of licensee's position, title, or capacity with the exempt organization (Licensee must be a registered officer of the exempt corporation).
- Copy of licensee's drivers license or other government issued identification.
- An application appropriately signed and notarized.

**For Events Held Indoors:**

- Temporary Privilege License Supplemental Application Form.

**For Events Held Outdoors:**

- A Statement of Acknowledgement & Consent from the property owner or leaseholder authorizing the use of the property for the proposed event.
- A Statement of Acknowledgement & Approval from City of Tucker signifying their knowledge and approval of the proposed event.
- Temporary Privilege License Supplemental Application Form.

Check one  1<sup>st</sup> Event Annually  2<sup>nd</sup> Event Annually  3<sup>rd</sup> Event Annually  4<sup>th</sup> Event Annually

**Event Information:**

Name of Event/Festival: \_\_\_\_\_  
Event/Festival Location: \_\_\_\_\_  
Street City State Zip  
Phone: \_\_\_\_\_

**Non-Profit Corporation Information:**

Name of Non-Profit Corp.: \_\_\_\_\_  
Non-Profit Corp. Address: \_\_\_\_\_  
Street  
City State Zip  
Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Street City State Zip  
St. Tax ID#: \_\_\_\_\_ Fed Tax ID#: \_\_\_\_\_

**Licensee Information:** *(per State, must be corporate officer of non-profit organization)*

Name of Licensee: \_\_\_\_\_  
Licensee Address: \_\_\_\_\_  
Street  
City State Zip  
Phone: \_\_\_\_\_

Official Use Only
Fee: \$ _____
Date Paid: _____
License#: _____
Expiration: _____
Date Issued: _____

Have you received a copy of the City of Tucker Alcoholic Beverage Ordinance? Yes \_\_\_\_ No \_\_\_\_  
*No application can be processed until you acknowledge receipt of the City of Tucker Alcohol Beverage Ordinance.*

This application must be signed by the licensee and notarized as true under penalty of perjury.

I, \_\_\_\_\_, being first duly sworn under oath, state that I am the above-named licensee for a City of Tucker Temporary Privilege License. I declare under penalties of perjury and/or revocation of any license granted that I nor any officer of this organization have been convicted or have plead guilty or entered a plea of Nolo Contendere to any crime involving moral turpitude, lottery, or illegal possession or sale of narcotics or liquor within ten (10) years immediately prior to filling this application, and that the answers contained in the application and any accompanying information have been examined by me and the matters and things set forth are true, and correct and complete.

\_\_\_\_\_  
Licensee Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Notary's Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_

Notary Public in and for State of \_\_\_\_\_ Commission Expires: \_\_\_\_\_

**SUPPLEMENTAL APPLICATION  
FOR TEMPORARY ALCOHOLIC BEVERAGE LICENSE**

**City of Tucker**  
4228 First Avenue  
Tucker, GA 30084  
Phone: 678.597.9040  
www.tuckerga.gov

Date: \_\_\_\_\_

LICENSEE: \_\_\_\_\_

EVENT/FESTIVAL NAME: \_\_\_\_\_

EVENT ADDRESS: \_\_\_\_\_

**Hours of Event:**

Day1: _____	Date: _____	from _____	to _____
Day2: _____	Date: _____	from _____	to _____
Day3: _____	Date: _____	from _____	to _____
Day4: _____	Date: _____	from _____	to _____
Day5: _____	Date: _____	from _____	to _____
Day6: _____	Date: _____	from _____	to _____

Yes No

**Area: Interior**

-Floor Space (sq. footage): \_\_\_\_\_

-Entertainment? \_\_\_\_\_

  If yes, describe \_\_\_\_\_

-Dance Floor? \_\_\_\_\_

  If yes, what are the dimensions or area: \_\_\_\_\_

-Will there be any electrical or mechanical amusement devices on premises? \_\_\_\_\_

**Area: Exterior**

-Area Space (Acres): \_\_\_\_\_

-Will event on-goings be observable from the public street? \_\_\_\_\_

  If so, what streets, and/or intersections: \_\_\_\_\_

-Will Portable bathroom facilities be provided? \_\_\_\_\_ (Qty. \_\_\_\_)

**Beverage Control:**

-Will alcohol-serving employees be required to attend any training? \_\_\_\_\_

  If formal, Name or Location of Course: \_\_\_\_\_

-Are there written procedures for dealing with intoxicated or unruly patrons? \_\_\_\_\_

-Will physical barriers be utilized to control alcoholic beverage patrons entry and exit from the event area? \_\_\_\_\_

  If not, what control will be employed to restrict the movement of alcoholic beverages (explain) \_\_\_\_\_

**Security & Control:**

-Will doormen screen patrons:

A	Entering Premises?	_____	_____
B	Exiting Premises?	_____	_____

-Will doormen and/or alcohol-serving employees be required to perform ID checks? \_\_\_\_\_

-Parking:

A	By Customer?	_____	_____
B	Valet Parking?	_____	_____

-Number of Security Personnel: None \_\_\_\_\_ Bouncers \_\_\_\_\_ Floor men \_\_\_\_\_

-Will Security personnel be Armed? \_\_\_\_\_

**STATEMENT OF ACKNOWLEDGEMENT & CONSENT FROM PROPERTY OWNER OR LEASEHOLDER FOR OUTSIDE EVENT WITH ALCOHOL**

I, \_\_\_\_\_, owner/leaseholder for the property located at:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

herewith certify that I am authorizing \_\_\_\_\_, (non-profit organization) to use the above noted property and location for the:

\_\_\_\_\_ Event/Festival.,

which is to occur on the \_\_\_\_\_ day of the month of \_\_\_\_\_ for the year \_\_\_\_\_.

I hereby note that I am aware that this authorization/affirmation will be utilized with regards to a Temporary Alcoholic Beverage License application.

I CERTIFY, under penalty of perjury, that the above information is true and correct.

\_\_\_\_\_  
Property Owner/Leaseholder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Phone#

**STATEMENT OF ACKNOWLEDGEMENT & CONSENT FROM CORPORATE OFFICER FOR TEMPORARY ALCOHOLIC BEVERAGE LICENSE**

I, \_\_\_\_\_, \_\_\_\_\_ and registered corporate officer for the non-profit civic organization indicated below,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

herewith certify that I am authorizing the \_\_\_\_\_ event/festival, to be conducted in association with our non-profit organization as indicated above. I am aware that our company's 501(c)3 exemption letter will be presented, and that its use, if approved represents one of the two events allowed annually per the City of Tucker Alcoholic Beverage Ordinance.

I hereby acknowledge that our corporate officers, Mr./Ms. \_\_\_\_\_ will serve as the Licensee, and that the event will occur

At: \_\_\_\_\_

On the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

During the Hours of \_\_\_\_\_ to \_\_\_\_\_

And will involve the sale of: (please initial as appropriate)

- Beer \_\_\_\_\_
- Wine \_\_\_\_\_
- Beer & Wine \_\_\_\_\_
- Liquor \_\_\_\_\_

I further note, that I am aware that this authorization/affirmation will be utilized with regards to a Temporary Alcohol Beverage License application.

I CERTIFY, under penalty of perjury, that the above information is true and correct.

\_\_\_\_\_  
Corporate Officer Title Date

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
City State Zip Code

Phone# \_\_\_\_\_

**CERTIFIED REPORT OF SURVEY  
FOR TEMPORARY ALCOHOLIC BEVERAGE LICENSE**

**City of Tucker**  
4228 First Avenue  
Tucker, GA 30084  
Phone: 678.597.9040  
www.tuckerga.gov

APPLICANT: \_\_\_\_\_

BUSINESS/TRADE NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

The undersigned has examined the subject location and has made measurements to determine compliance or non-compliance with the distance requirements pursuant to the Alcoholic Beverage Ordinance of the City of Tucker.

(Distances shall be measured from property line to property line along the shortest possible course, as the “**crow flies**”.)

\_\_\_\_\_ feet to the nearest **residential area**. Give land lot, district parcel.  
\_\_\_\_\_

\_\_\_\_\_ feet to the nearest **church**. Give name & address.  
\_\_\_\_\_

\_\_\_\_\_ feet to the nearest **school or college campus**. Give name & address.  
\_\_\_\_\_

\_\_\_\_\_ feet to the nearest **public park or playground**. Give name & address.  
\_\_\_\_\_

\_\_\_\_\_ feet to the nearest **adult entertainment establishment**. Give name & address.

I CERTIFY, under penalty of perjury, that the above information is true and correct.

\_\_\_\_\_  
Georgia Registered Land Surveyor

\_\_\_\_\_  
Number

Note: For outside events, a scaled drawing of the location, showing the distances described above must be attached.

**ON-PREMISES OPERATOR/LICENSEE CONSENT FORM  
FOR TEMPORARY ALCOHOLIC BEVERAGE LICENSE**

**City of Tucker**  
4228 First Avenue  
Tucker, GA 30084  
Phone: 678.597.9040  
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\_\_\_\_\_  
Licensee Name

\_\_\_\_\_  
Location Address

I, \_\_\_\_\_, do hereby consent to serve as the on-premise operator for the licensee, owners, officers and/or directors and to perform all obligations of such agency pursuant to the Alcoholic Beverage Ordinance of the City of Tucker.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of on-premise operator/licensee

\_\_\_\_\_  
Type or print name

\_\_\_\_\_  
Licensee's home Address

\_\_\_\_\_  
City County State

Approved:

\_\_\_\_\_  
Corporate Officer

\_\_\_\_\_  
Date

**STATEMENT OF ACKNOWLEDGEMENT & APPROVAL FROM CITY OF  
TUCKER FOR OUTSIDE EVENT - TEMPORARY ALCOHOLIC BEVERAGE  
LICENSE**

Date: \_\_\_\_\_

TO: City of Tucker  
4228 First Avenue  
Tucker, GA 30084

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Name of Event/Festival:

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Location of Event/Festival:

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Name of Licensee:

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Name of Non-Profit Sponsor:

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A PERMIT CHECK HAS BEEN MADE AND THE RESULTS ARE AS FOLLOWS:

- ( ) No Special Event and/or Parade Permits are required.
- ( ) All Special Event and/or Parade Permits have been applied for and approved.  
Permit Type: \_\_\_\_\_ Permit #: \_\_\_\_\_  
Permit Type: \_\_\_\_\_ Permit #: \_\_\_\_\_  
Permit Type: \_\_\_\_\_ Permit #: \_\_\_\_\_
- ( ) Required Special Event and/or Parade Permit have not been applied for and/or approved. List type(s) required:  
Permit Type: \_\_\_\_\_ Permit Type: \_\_\_\_\_  
Permit Type: \_\_\_\_\_ Permit Type: \_\_\_\_\_  
Permit Type: \_\_\_\_\_ Permit Type: \_\_\_\_\_

Comments:

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**OFFICIAL USE ONLY:**

- 501(c)3 exemption letter
- Statements of non-profit Corp's Acknowledgement & Authorization
- List of Corporate Officers & Licensee's ID
- Statement of Property Holder's Acknowledgement & Authorization
- Statement of Public Safety's Acknowledgement & Approval
- Supplemental Application Form.