



Alcohol Permit Application Form

Date of Application: _____

A. General Information

1. Name of Event: _____ Date of Event: _____

Location of Event: _____

2. Name of Applicant or Applying Organization (Serving Alcohol): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone (H): _____ (W): _____ (Mobile): _____

Fax: _____ Web Site: _____

Non-Profit Status ID# _____

3. Name of Contact: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone (H): _____ (W): _____ (Mobile): _____

Fax: _____ E-mail Address: _____

B. Alcohol Service Information

1. Which alcoholic beverage products will be served and/or sold? Please check all that apply.

Beer__ Wine__ Liquor__ Plastic Cup __ Bottle/Glass __ Other _____

2. What area(s) will alcoholic beverages be served and/or sold? Please check all that apply.

Hospitality/VIP Area __ Entire Venue __ Park __ Street __ Other _____

3. What are the times for consumption and service? _____

4. Will alcohol be advertised? Yes_____ No_____ If yes, how? Please check all that apply.

Banners __ Napkins __ Signs __ Posters/Fliers __ Cups __ Other _____

In addition to standard event forms and requirements, the following will also be required for events serving or selling alcoholic beverages.

- State of Florida 1-3 day alcohol temporary sales permit (or) current and active business license to sell alcoholic beverages.
- Liquor liability insurance from the company, individual or organization serving or selling alcoholic beverages
 - This insurance shall be in the amount of \$1,000,000 per occurrence and is to name the City of Tallahassee as additionally insured for the date of the event. The certificate holder shall be listed as: City of Tallahassee, 300 South Adams Street, Tallahassee, FL 32301. (This may be added to a General Liability policy)

I acknowledge that all of the above information is true and correct and that I will provide all necessary documentation as requested on this application.

Signed: _____ Date: _____