# APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION 301 CENTENNIAL MALL SOUTH PO BOX 95046 LINCOLN, NE 68509-5046 PHONE: (402) 471-2571 FAX: (402) 471-2814 Website: www.lcc.ne.gov/



# Special Designated License (SDL) Application Quick Checklist

# **Requirements**:

- ✓ Application must be received in Nebraska Liquor Control Commission (NLCC) office a <u>MINIMUM</u> of ten (10) working days prior to the date of event (when counting days exclude weekends and holidays) NO EXCEPTIONS
- ✓ Application <u>MUST</u> include approval from the local governing body (city, village or county clerk of where the event is to be held)
- ✓ When requesting an exemption from NLCC rules, i.e. waiver of double fencing, request must be received in (NLCC) office a <u>MINIMUM</u> of 30 days prior to the date of the event
- $\checkmark$  All questions on application must be completed legibly
- ✓ Include \$40 fee, for each day/area applying for, checks made payable to Nebraska Liquor Control Commission (NLCC), if liquor caterer no fees required
- ✓ When requesting alternate date(s) or location(s), approval from local governing body must include approval for these alternate date(s) or locations(s)
- $\checkmark$  When requesting an outdoor area you must include a sketch of area to be licensed

# Non Profit Application <u>MUST</u>:

✓ Include page five (5) of application showing federal ID number

# Information:

- ✓ Non caterer applicants are only allowed six (6) SDLs per calendar year, this includes consecutive days used on one application (i.e. July 4 9 = 6 days)
- ✓ Applications may be submitted via e-mail to <u>michelle.porter@nebraska.gov</u> or faxed to (402) 471-2814
- ✓ Must use the most current form 108. Forms are available on our web site at <u>www.lcc.ne.gov/formsdiv.html</u>, or by calling our main number (402) 471-2571
- ✓ Reference statutes: §53-124.11, rules 2-013.01 and 6-019.01W 1,2,3
- ✓ Only twelve (12) SDLs will be issued at any specific location that could otherwise hold a liquor license

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### DO YOU NEED POSTERS? YES \_\_\_\_ NO \_\_\_\_

#### RETAIL LICENSE HOLDERS \_\_\_\_

#### NON PROFIT APPLICANTS \_\_\_\_

Non Profit Status (check one that best applies)

Municipal	Political	Fine Arts	Fraternal	Religious	Charitable	Public Service	-
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# **COMPLETE ALL QUESTIONS**

1. Type of alcohol to be served and/or consumed: Beer \_\_\_\_ Wine \_\_\_\_ Distilled Spirits \_\_\_\_\_

- 2. Liquor license number and class (i.e. C-55441) (If you're a nonprofit organization leave blank)
- 3. Licensee name (last, first,), corporate name or limited liability company (LLC) name (As it reads on your liquor license)

NAME:		
ADDRESS:		
CITY	ZIP	

4. Location where event will be held; name, address, city, county, zip code

<b>BUILDING NAME</b>	
ADDRESS:	CITY

# ZIP \_\_\_\_\_\_COUNTY and COUNTY #\_\_\_\_\_

a.	Is this location within the city/village limits?	YES NO
b.	Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives?	YES NO
c.	Is this location within 300' of any university or college campus?	YES NO

Date		Date	Date	Date	Date	Date
Hours From		Hours From	Hours From	Hours From	Hours From	Hours From
TOIL			F10III			F10III
Го		То	То	То	То	То
	a. A	ternate date:				
	u. 11					
	b. A	ternate location:	location must be s			
	(A	lternate date or l	location must be s	pecified in loc	al approval)	
	Indicate t	vpe of activity to l	be carried on during	event:		
				-		
	Dance	Reception	Fund Raiser	Beer Gar	denSamplin	ng/Tasting
	Other					
7.	1	on of area to be lic				
	Inside bui	lding, dimensions	of area to be cover		x not square feet or	
	*Outdoor	area dimensions of	of area to be covere			
	*Unitaoor			ch copy of sket		

If outdoor area, how will premises be enclosed? Fence; snow fence chain link cattle panel other	
Tent	
How many attendees do you expect at event?	

If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed) 9.

Will premises to be covered by license comply with all Nebraska sanitation laws? YES \_\_ NO \_\_ 10.

Are there separate toilets for both men and women? YES \_\_ NO \_\_ a.

8.

11.	Retailer: Will you be purchasing your alcohol from a wholesaler?       YES NO         Non-Profit: Where will you be purchasing your alcohol?         Wholesaler Retailer '''Both _''''' BYO _
	(includes wineries)
12.	Will there be any games of chance operating during the event? YES NO
	If so, describe activity
	<b>NOTE:</b> Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.
13.	Any other information or requests for exemptions:
14.	Name and <b>telephone number/cell phone number</b> of immediate <b>supervisor.</b> This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. <b>PLEASE PRINT LEGIBLY</b>
	Print name of Event Supervisor
	Signature of Event Supervisor
	Phone of Event Supervisor: BeforeDuring
	Consent of Authorized Representative/Applicant
15.	I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to

statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign

here

Authorized Representative/Applicant

Title

Date

Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

# This page is required to be completed by Non Profit applicants only.

#### Application for Special Designated License Under Nebraska Liquor Control Act Affidavit of Non-Profit Status

I HEREBY DECLARE THAT THE CORPORATION MAKING APPLICATION FOR A SPECIAL DESIGNATED LICENSE UNDER THE NEBRASKA LIQUOR CONTROL ACT IS EITHER A MUNICIPAL CORPORATION, A FINE ARTS MUSEUM INCORPORATED AS A NONPROFIT CORPORATION, A RELIGIOUS NONPROFIT CORPORATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, A POLITICAL ORGANIZATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, OR ANY OTHER NONPROFIT CORPORATION, THE PURPOSE OF WHICH IS FRATERNAL, CHARITABLE, OR PUBLIC SERVICE AND WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES AS PER §53-124.11(1).

AS SIGNATORY I CONSENT TO THE RELEASE OF ANY DOCUMENTS SUPPORTING THIS DECLARATION AND ANY DOCUMENTS SUPPORTING THIS DECLARATION WILL BE PROVIDED TO THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY AGENT OF THE LIQUOR CONTROL COMMISSION IMMEDIATELY UPON DEMAND. I ALSO CONSENT TO THE INVESTIGATION OF THIS CORPORATE ENTITY TO DETERMINE IT'S NONPROFIT STATUS.

I AGREE TO WAIVE ANY RIGHTS OR CAUSES OF ACTION AGAINST THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY PARTY RELEASING INFORMATION TO THE AFOREMENTIONED PARTIES.

NAME OF CORPORATION

FEDERAL ID NUMBER

SIGNATURE OF TITLE OF CORPORATE OFFICERS

THE ABOVE INDIVIDUAL STATES THAT THE STATEMENT ABOVE IS TRUE AND CORRECT: IF ANY FALSE STATEMENT IS MADE ON THIS APPLICATION, THE APPLICANT SHALL BE DEEMED GUILTY OF PERJURY AND SUBJECT TO PENALTIES PROVIDED BY LAW. (SEC. §53-131.01) NEBRASKA LIQUOR CONTROL ACT

SUBSCRIBED IN MY PRESENCE AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF

NOTARY PUBLIC SIGNATURE & SEAL