

CITY OF URBANA
400 S. VINE STREET
URBANA, IL 61801
(217) 384-2456



APPLICATION FOR CITY OF URBANA TEMPORARY LIQUOR LICENSE

Establishment Name									
Registered Name of Applicant									
Street Address									
City				State			ZIP		
Phone				E-mail Address					
FEIN #				IBT #					
Type of Ownership:	Individual	Partnership	Corporation	LLC	Not-for-Profit				

CLASS OF TEMPORARY LICENSE APPLIED FOR

Class T-1	Shall permit and allow a current license holder to sell alcoholic drinks for consumption in an enclosed area, without regard to where payment is made, in an enclosed area.
Class T-2	Shall permit the retail sale of alcoholic liquor by any bona fide civic, service, charitable or other not-for-profit organization for consumption on the premises or within an area specifically designated in such license.
Class T-3	Shall permit the retail sale of alcoholic liquor by a bona fide private for-profit promoter or outdoor festivals, held with the City's corporate limits, for consumption on the premises or within an area specifically designated in such license.
Class T-4 – Festival Sponsor	For persons who seek or intend to host festival events at which other persons will be conducting tasting and/or offering package alcoholic liquor for sale in conjunction with such tasting.
Class T-4 – Tasting	For persons who seek or intend to directly offer tasting and sell package alcoholic liquor in conjunction with such tasting.

MANAGER

Please list the name of a person who will act as manager, who will be responsible for the sale and/or service of alcoholic beverages at the event.

Full Name			Date of Birth		
Address			Phone		
Driver's License No.			State		

EVENT DETAILS

Date , Time and Purpose of Event:		
Location where Event is to be held:		
Type of alcoholic liquor which will be offered for tasting and sale (i.e., wine, beer, and/or spirits)		

THE FOLLOWING MUST BE ATTACHED TO THIS APPLICATION

- 1. Evidence of in-force dram-shop or liquor liability insurance with a minimum coverage of at least \$1,000,000 per occurrence and \$1,000,000 in aggregate along with proof that the City is named as an additional insured.
- 2. The application fee and per diem fees (if applicable) in such amounts as set forth in Chapter 14, Section 14-7 of the City Code.
- 3. Map of area where event is to be held.
- 4. Letter from owner of premise giving consent.
- 5. A copy of 501 C (3) from Secretary of State (for not-for-profits).
- 6. A Security Plan as set forth in Sec. 3 -42 of the Urbana Liquor Code.
- 7. Copy of State of Illinois issued liquor license , if applying for a T-4 license.

LIQUOR LICENSE AFFIDAVIT

I, _____, as an authorized representative of _____
attest that:

- a. the applicant shall not permit a consumer to take any cup, glass, or other container containing alcoholic beverages beyond the boundary for the Event premises;
- b. no person under the age of twenty-one (21) year shall be permitted to offer alcoholic liquor for sale;
- c. no person under the age of twenty-one (21) shall be served any alcoholic beverages;
- d. the applicant would not be disqualified from receiving a liquor license, if sought, by reason of any matter or thing stated in the Urbana City Code or the laws of the State of Illinois;
- e. the applicant has not been convicted of any felony in any state or federal jurisdiction which would otherwise deny the applicant liquor license;
- f. the applicant shall abide by the Urbana City Code and the laws of the State of Illinois in conducting the Event;
- g. affirms that all statements made in the application for the temporary license are true and correct;
- h. understands that by submitting the application and the information requested herein and thereby, along with the fees required, the City in its exercise of reasonable discretion may deny the application for the Event and if such application is denied the City will refund any fee or fees tendered.
- i. has read and understands, Section 3-42, Class T Licenses of the Urbana City Code.

Signature of Applicant and Date

Subscribed and Sworn to before me this _____ day of _____, _____.

Notary Public