



**ALCOHOLIC BEVERAGE CONTROL**  
**COMMONWEALTH OF KENTUCKY**  
**DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL**  
1003 Twilight Trail  
Frankfort, Kentucky 40601-8400  
502-564-4850 phone  
502-564-1442 fax  
<http://abc.ky.gov>

Site ID # _____
Val _____ \$ _____
Val _____ \$ _____

### SPECIAL TEMPORARY LICENSE APPLICATION

A temporary license may be obtained only if the event is located in a wet territory where retail alcoholic beverage sales are permitted. This license cannot be issued in moist or dry territories.

#### LEAVE BLANK - FOR ABC USE ONLY

License # \_\_\_\_\_ \$ \_\_\_\_\_ License # \_\_\_\_\_ \$ \_\_\_\_\_ License # \_\_\_\_\_ \$ \_\_\_\_\_  
License # \_\_\_\_\_ \$ \_\_\_\_\_ License # \_\_\_\_\_ \$ \_\_\_\_\_ License # \_\_\_\_\_ \$ \_\_\_\_\_  
Reviewing Licensing Administrative Specialist: \_\_\_\_\_ Input Date: \_\_\_\_\_ Review Date: \_\_\_\_\_  
Malt Beverage Administrator's Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
Distilled Spirits Administrator's Approval: \_\_\_\_\_ Date: \_\_\_\_\_

#### SECTION A

Check the type of temporary license(s) for which the applicant is applying:

- Special Temporary license KRS 243.260 (\$100)       Special Temporary Alcoholic Beverage Auction license KRS 243.036 (\$100)

Name of person(s) or company to be licensed: \_\_\_\_\_

Name of the special event: \_\_\_\_\_

Address of premises to be licensed: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Mailing address (if different from above): \_\_\_\_\_

Contact person: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Contact phone: \_\_\_\_\_

#### SECTION B

1. Amount of fee enclosed (make certified check, cashier's check, or money order payable to Kentucky State Treasurer): \_\_\_\_\_
2. Period to be covered by license beginning (month) \_\_\_\_\_ (day) \_\_\_\_\_ (year) \_\_\_\_\_ through  
(month) \_\_\_\_\_ (day) \_\_\_\_\_ (year) \_\_\_\_\_
3. What are the date(s) and time(s) of the qualifying event? \_\_\_\_\_ (cannot exceed 30 days)
4. Does the applicant own the premises where the qualifying event is to take place?  YES  NO  
If yes, **attach** a copy of the deed.  
If no, **attach** a copy of the lease, permit, or letter of permission to use this property, signed by the applicant and the owner of the premises. List the premises owner's name and contact information: \_\_\_\_\_

### SECTION C

Complete the following for the business proprietor, partner(s), and all persons having an interest in the business to be licensed. List all owners, officers, directors, partners, managing members, members, and shareholders. If privately-held, show 100% of the ownership. If publicly-traded, list the three highest ranking officers and any natural person who owns ten (10) percent or more. If a non-profit organization, list the highest ranking top director or officer. **Attach** background checks for those listed below. Attach additional pages as needed.

NAME AND HOME ADDRESS	ALL PHONE NUMBERS H= HOME W= WORK C= CELL	LAST 4 DIGITS OF SOCIAL SECURITY NUMBER	TITLE	USA CITIZENSHIP	DATE OF BIRTH	STATE(S) WHERE PERSON RESIDED IN PAST 5 YRS	% OF OWNERSHIP (if applicable)
	H _____ W _____ C _____			<input type="checkbox"/> YES <input type="checkbox"/> NO			%
	H _____ W _____ C _____			<input type="checkbox"/> YES <input type="checkbox"/> NO			%
	H _____ W _____ C _____			<input type="checkbox"/> YES <input type="checkbox"/> NO			%
	H _____ W _____ C _____			<input type="checkbox"/> YES <input type="checkbox"/> NO			%

### SECTION D

1. Are the premises to be licensed located within an incorporated city or town?  YES     NO  
If yes, state the name of the city or town: \_\_\_\_\_
  
2. Is the applicant a non-profit organization?  YES     NO  
NOTE: Applications by legally recognized for-profit entities, in conjunction with civic or community sponsored events, must **attach** supporting evidence of the civic nature of the event (i.e. promotional materials or news articles evidencing the local government's knowledge and support of the event). (804 KAR 4:250)
  
3. Is the applicant a corporation, limited partnership, limited liability company (LLC) or other legally recognized entity?  YES     NO  
If yes, Is the entity in good standing with the Kentucky Secretary of State? (**Attach** documentation showing the applicant's good standing).  YES     NO
  
4. **Attach** a description of the event. **Attach** copies of any advertising, mailers, invitations or handbills for this event.  
Include any other information the applicant wishes the state administrators to consider.  
Note: An ABC licensed caterer may not cater alcoholic beverages at an event covered by a special temporary license.  
No free samples of alcoholic beverages may be provided at the event.  
All alcoholic beverages for the event must be obtained through a licensed distributor or wholesaler.
  
5. Name of the responsible party/individual who shall be present at the time of event: \_\_\_\_\_  
Contact Phone # \_\_\_\_\_
  
6. Does the applicant or any person named in Section C have 10% interest or more in any alcohol license type?  YES     NO  
(804 KAR 4:015)  
If yes, please list or explain \_\_\_\_\_
  
7. Has the applicant or any person named in Section C been convicted of any felony, been released from felony custody or felony incarceration, been on felony parole, or had a termination of felony probation within the past five (5) years?  YES     NO  
(KRS 243.100(1)(a))
  
8. Has the applicant or any person named in section C been convicted of a misdemeanor directly or indirectly related to alcohol or controlled substance within the past two (2) years? (KRS 243.100(1)(b) and (c))  YES     NO

**SECTION E**

Check the type(s) of license(s) for which the applicant is applying. For each license type selected, the applicant affirms that the requirements for that license type are met.

License types	Licensing Fee
<input type="checkbox"/> Special Temporary License (KRS 243.260 and 804 KAR 4:250)	\$100.00
<input type="checkbox"/> Special Temporary Alcoholic Beverage Auction License (KRS 243.036)	\$100.00

**LOCAL ABC ADMINISTRATOR APPROVAL**

**Applicant must complete this section if an equivalent local license is required**

I certify under oath that the applicant(s) has been approved for the equivalent local license type(s) applied for herein for the identified premises, and that the applicant satisfies all local ordinances.

The premises to be licensed is located in the following **WET PRECINCT**: \_\_\_\_\_

**APPLICANT'S NAME:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_

**SIGNATURE OF LOCAL ABC ADMINISTRATOR:** \_\_\_\_\_

**PRINTED NAME OF LOCAL ABC ADMINISTRATOR:** \_\_\_\_\_

**City of** \_\_\_\_\_ **Administrator** **OR** **County of** \_\_\_\_\_ **Administrator**

**APPLICANT AFFIDAVIT**

I, (print your name here) \_\_\_\_\_ do hereby swear or affirm under penalty of perjury that all statements contained in this application and any attachments are true and correct to the best of my knowledge, information, and belief. I hereby swear or affirm that I shall not engage in any activity involving alcoholic beverages at the premises described herein until I have been issued the appropriate license(s) by the Kentucky Department of Alcoholic Beverage Control. I hereby swear or affirm that if the license(s) is issued, I shall abide by all state and local statutes, regulations, and ordinances relating to the manufacture, sale, use, and trafficking in alcoholic beverages. I hereby swear or affirm that no persons listed in Section (C) of this application are in default of a repayment obligation under any financial program administered by Kentucky Higher Education Assistance Authority (KHEAA) such as a student loan repayment.

**Signature of Applicant:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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### **CREDIT/DEBIT PAYMENT FORM**

**There is a 2.75% convenience fee added to the total for credit card payments.**

Please provide your name, address, telephone number, and payment amount:

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Payment Amount \$ \_\_\_\_\_

#### **CREDIT CARD PAYMENT**

Card type:     VISA                       Mastercard                       Discover

Print Name (as it appears on the card) \_\_\_\_\_

Card Number \_\_\_\_\_

Expiration Date (Month/Year) \_\_\_\_\_

CVV/Credit Card Security Code (3 digit number on the back of the card) \_\_\_\_\_

#### **PAYMENT REASON & AUTHORIZATION**

Please apply this payment to the following licensee \_\_\_\_\_

License Number(s) \_\_\_\_\_ SITE ID # \_\_\_\_\_

Reason for payment \_\_\_\_\_

By signing and dating this form, I authorize my credit card to be charged for the stated payment amount plus fees as described above. I also agree that I am responsible for any fees if payment is declined.

Signature \_\_\_\_\_

Date \_\_\_\_\_



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To obtain your criminal history check, call a phone number or visit a website listed below:

<b>Alabama</b>	1-866-740-4762 or 334-517-2470	<a href="http://background.alabama.gov/">http://background.alabama.gov/</a>
<b>Alaska</b>	907-269-5767 or 907-269-5640	<a href="http://www.dps.state.ak.us/statewide/background/">http://www.dps.state.ak.us/statewide/background/</a>
<b>Arizona</b>	602-223-2222	<a href="http://www.azdps.gov/Services/Records/Criminal_History_Records/">http://www.azdps.gov/Services/Records/Criminal_History_Records/</a>
<b>Arkansas</b>	501-618-8500	<a href="https://www.ark.org/criminal/index.php">https://www.ark.org/criminal/index.php</a>
<b>California</b>	Please contact our office for information.	<a href="http://oag.ca.gov/fingerprints/security">http://oag.ca.gov/fingerprints/security</a>
<b>Colorado</b>	303-239-4208	<a href="https://www.cbirecordscheck.com/">https://www.cbirecordscheck.com/</a>
<b>Connecticut</b>	860-685-8480	<a href="http://www.ct.gov/despp/lib/despp/reports_and_records/dps-846-c.pdf">http://www.ct.gov/despp/lib/despp/reports_and_records/dps-846-c.pdf</a>
<b>Delaware</b>	Please contact our office for information.	<a href="http://dsp.delaware.gov/state_bureau_of_identification.shtml">http://dsp.delaware.gov/state_bureau_of_identification.shtml</a>
<b>Florida</b>	850-410-8109	<a href="https://web.fdle.state.fl.us/search/app/default">https://web.fdle.state.fl.us/search/app/default</a>
<b>Georgia</b>	404-244-2639	<a href="http://gbi.georgia.gov/obtaining-criminal-history-record-information">http://gbi.georgia.gov/obtaining-criminal-history-record-information</a>
<b>Hawaii</b>	808-587-3100	<a href="https://ecrim.ehawaii.gov/ahewa/">https://ecrim.ehawaii.gov/ahewa/</a>
<b>Idaho</b>	208-884-7130	<a href="https://www.isp.idaho.gov/BCI/index.html">https://www.isp.idaho.gov/BCI/index.html</a>
<b>Illinois</b>	815-740-5160	<a href="http://www.isp.state.il.us/crimhistory/chri.cfm">http://www.isp.state.il.us/crimhistory/chri.cfm</a>
<b>Indiana</b>	317-233-5424	<a href="http://www.in.gov/ai/appfiles/isp-lch/">http://www.in.gov/ai/appfiles/isp-lch/</a>
<b>Iowa</b>	515-725-6066	<a href="http://www.dps.state.ia.us/DCI/supportoperations/crimhistory/obtain_records.shtml">http://www.dps.state.ia.us/DCI/supportoperations/crimhistory/obtain_records.shtml</a>
<b>Kansas</b>	785-296-2454, 785-296-5059, or 800-452-6727	<a href="http://www.kansas.gov/kbi/criminalhistory/">http://www.kansas.gov/kbi/criminalhistory/</a>
<b>Kentucky</b>	800-928-6381 or 502-573-1682	<a href="http://courts.ky.gov/aoc/criminalrecordreports/Pages/default.aspx">http://courts.ky.gov/aoc/criminalrecordreports/Pages/default.aspx</a>
<b>Louisiana</b>	225-925-6096 or 225-925-6095	<a href="https://wwwcfprd.doa.louisiana.gov/LaServices/PublicPages/ServiceDetail.cfm?service_id=3386">https://wwwcfprd.doa.louisiana.gov/LaServices/PublicPages/ServiceDetail.cfm?service_id=3386</a>
<b>Maine</b>	207-624-7240	<a href="https://www5.informe.org/online/pcr/">https://www5.informe.org/online/pcr/</a>
<b>Maryland</b>	410-764-4501 or 888-795-0011	<a href="http://www.dpscs.state.md.us/publicservs/bgchecks.shtml">http://www.dpscs.state.md.us/publicservs/bgchecks.shtml</a>

<b>Massachusetts</b>	617-660-4600	<a href="http://www.mass.gov/eopss/agencies/dcjis/">http://www.mass.gov/eopss/agencies/dcjis/</a>
<b>Michigan</b>	517-241-0606	<a href="http://www.michigan.gov/msp/0,4643,7-123-1878_8311---,00.html">http://www.michigan.gov/msp/0,4643,7-123-1878_8311---,00.html</a>
<b>Minnesota</b>	651-793-2400	<a href="https://cch.state.mn.us/">https://cch.state.mn.us/</a>
<b>Mississippi</b>	Please contact our office for information.	<a href="http://www.msdh.state.ms.us/msdhsite/index.cfm/30,0,206.html">http://www.msdh.state.ms.us/msdhsite/index.cfm/30,0,206.html</a>
<b>Missouri</b>	573-526-6312	<a href="https://www.machs.mshp.dps.mo.gov/MACHSFP/home.html">https://www.machs.mshp.dps.mo.gov/MACHSFP/home.html</a>
<b>Montana</b>	406-444-3625	<a href="https://dojmt.gov/enforcement/background-checks/">https://dojmt.gov/enforcement/background-checks/</a>
<b>Nebraska</b>	402-479-4971	<a href="https://www.nebraska.gov/apps-nsp-limited-criminal/">https://www.nebraska.gov/apps-nsp-limited-criminal/</a>
<b>Nevada</b>	775-684-6262	<a href="http://gsd.nv.gov/uploadedFiles/gsdnvgov/content/Home/Features/DPS_006_Form112015.pdf">http://gsd.nv.gov/uploadedFiles/gsdnvgov/content/Home/Features/DPS_006_Form112015.pdf</a>
<b>New Hampshire</b>	603-223-3867	<a href="http://www.nh.gov/safety/divisions/nhsp/ssb/crimrecords/index.html">http://www.nh.gov/safety/divisions/nhsp/ssb/crimrecords/index.html</a>
<b>New Jersey</b>	609-882-2000 ext 2918	<a href="http://www.njsp.org/criminal-history-records/index.shtml">http://www.njsp.org/criminal-history-records/index.shtml</a>
<b>New Mexico</b>	505-827-9181	<a href="http://www.dps.state.nm.us/index.php/criminal-history-records/">http://www.dps.state.nm.us/index.php/criminal-history-records/</a>
<b>New York</b>	212-428-2943	<a href="http://www.criminaljustice.ny.gov/ojis/recordreview.htm">http://www.criminaljustice.ny.gov/ojis/recordreview.htm</a>
<b>North Carolina</b>	919-890-1000	<a href="http://www.nccourts.org/Citizens/GoToCourt/Default.asp?topic=1">http://www.nccourts.org/Citizens/GoToCourt/Default.asp?topic=1</a>
<b>North Dakota</b>	701-328-5500	<a href="https://www.ag.nd.gov/BCI/CHR/">https://www.ag.nd.gov/BCI/CHR/</a>
<b>Ohio</b>	877-224-0043	<a href="http://www.ohioattorneygeneral.gov/Business/Services-for-Business/WebCheck">http://www.ohioattorneygeneral.gov/Business/Services-for-Business/WebCheck</a>
<b>Oklahoma</b>	405-848-6724	<a href="https://www.ok.gov/osbi/Criminal_History/">https://www.ok.gov/osbi/Criminal_History/</a>
<b>Oregon</b>	503-378-5470 or 888-272-5545	<a href="http://www.oregon.gov/dhs/business-services/chc/Pages/index.aspx">http://www.oregon.gov/dhs/business-services/chc/Pages/index.aspx</a>
<b>Pennsylvania</b>	888-783-7972	<a href="https://epatch.state.pa.us/Home.jsp">https://epatch.state.pa.us/Home.jsp</a>
<b>Rhode Island</b>	401-274-4400	<a href="http://www.riag.state.ri.us/BCI/index.php">http://www.riag.state.ri.us/BCI/index.php</a>
<b>South Carolina</b>	803-737-9000	<a href="http://www.sled.state.sc.us/CISystem/Images/Catch/CriminalRecordsCheckForm.pdf">http://www.sled.state.sc.us/CISystem/Images/Catch/CriminalRecordsCheckForm.pdf</a>
<b>South Dakota</b>	605-773-3331	<a href="http://dci.sd.gov/Operations/Identification/BackgroundCheckRequirements/StateOnlyBackgroundCheck.aspx">http://dci.sd.gov/Operations/Identification/BackgroundCheckRequirements/StateOnlyBackgroundCheck.aspx</a>
<b>Tennessee</b>	615-744-4000	<a href="https://www.tn.gov/tbi/article/background-checks">https://www.tn.gov/tbi/article/background-checks</a>
<b>Texas</b>	855-481-7070	<a href="https://records.txdps.state.tx.us/DpsWebsite/CriminalHistory/">https://records.txdps.state.tx.us/DpsWebsite/CriminalHistory/</a>
<b>Utah</b>	801-965-4445	<a href="http://bci.utah.gov/criminal-records/">http://bci.utah.gov/criminal-records/</a>
<b>Vermont</b>	802-241-5157	<a href="http://vcic.vermont.gov/ch-information/record-checks">http://vcic.vermont.gov/ch-information/record-checks</a>
<b>Virginia</b>	804-674-2131	<a href="http://www.vsp.state.va.us/CJIS_Criminal_Record_Check.shtm">http://www.vsp.state.va.us/CJIS_Criminal_Record_Check.shtm</a>
<b>Washington</b>	360-534-2000 option 2	<a href="http://www.wsp.wa.gov/crime/chrequests.htm">http://www.wsp.wa.gov/crime/chrequests.htm</a>
<b>West Virginia</b>	304-746-2235 or 304-746-2498	<a href="http://www.wvsp.gov/Pages/default.aspx">http://www.wvsp.gov/Pages/default.aspx</a>
<b>Wisconsin</b>	608-266-7314	<a href="https://www.doj.state.wi.us/dles/cib/background-check-criminal-history-information">https://www.doj.state.wi.us/dles/cib/background-check-criminal-history-information</a>
<b>Wyoming</b>	307-777-7181	<a href="http://wyomingdci.wyo.gov/dci-criminal-justice-information-systems-section/criminal-records-section">http://wyomingdci.wyo.gov/dci-criminal-justice-information-systems-section/criminal-records-section</a>