



City of Franklin Application for Special Event Beer Permit

109 3rd Ave S, Ste 141 | Franklin, TN 37064 | Phone (615) 794-4572 | Fax (615) 550-1954

IMPORTANT INFORMATION:

- The beer board is authorized to issue special event permits to bona fide charitable, nonprofit, or political organizations for special events.
- The special event permit shall not be issued for longer than one 48-hour period unless otherwise specified, subject to the limitations on the hours of sale imposed by law.
- Applications must include documentation showing evidence that the applicant is either a charitable, nonprofit, or political organization.
- Any event which is catered, and the caterer has a valid TABC license to serve alcohol, is not required to obtain a special event permit. The beer board requires prior notice of each event which is catered and not required to obtain a permit. Event coordinators shall furnish to the beer board a copy of the form submitted to the TABC *no later than five days prior* to the event.
- Please note that **all questions must be answered** on the application. Failure to do so will only delay the process. The Beer Board **will not approve** any incomplete applications.

APPLICATION FEE:

A **non-refundable fee of \$250.00** must accompany this application. Checks are payable to:

City of Franklin
Attn: Beer Board
109 3rd Ave S, Ste 141
Franklin, TN 37064

APPLICATION DEADLINES:

Your completed application must be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. **Applications received after the deadline will be placed on the following month's meeting.** Please see the Meeting Schedule and Application Deadlines below and include a completed "Acknowledgement of Beer Board Meeting" form with your application.

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Meeting Schedule, Application Deadlines and Fees

Application Due Date	Beer Board Meeting Date	Special Event Application Fee
12/21/2023	1/09/2024	\$250.00
01/29/2024	02/13/2024	\$250.00
02/26/2024	03/12/2024	\$250.00
03/25/2024	04/09/2024	\$250.00
04/29/2024	05/14/2024	\$250.00
05/28/2024	06/11/2024	\$250.00
06/24/2024	07/09/2024	\$250.00
07/29/2024	08/13/2024	\$250.00
08/26/2024	09/10/2024	\$250.00
09/23/2024	10/08/2024	\$250.00
10/28/2024	11/12/2024	\$250.00
11/25/2024	12/10/2024	\$250.00
12/30/2024	01/14/2025	\$250.00

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APPLICATION FOR SPECIAL EVENT BEER PERMIT STATE OF TENNESSEE CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF TENNESSEE CODE ANNOTATED § 57-5-101 ET. SEQ., I HEREBY MAKE APPLICATION FOR:

_____ SPECIAL EVENT PERMIT EVENT DATE(S): _____

EVENT HOURS: _____

1. Applicant (Name of Organization):

2. Please indicate under which of the following categories you are applying and include supporting documentation of your eligibility status:

Charitable _____ Nonprofit _____ Political Organization _____

3. Name of the event: _____

4. Name of venue (if applicable) and address(es) of the event:

5. If the event encompasses multiple addresses or streets, please specify where beer will be served (*this location will be listed on the beer permit*):

6. Applicant Phone number: _____

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7. Please give the following information on the person who will be managing the special event.

Name _____

Driver's license # _____ State _____

Date of birth _____ Soc. Sec. # _____

Home phone # _____ Daytime phone # _____

Email _____

8. Do you own the premises on which you will operate? _____

If no, please give the name and address of the property owner.

9. Has any person having at least 5% ownership interest, managers, or employees of the organization been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last six (6) years? _____ If so, give particulars of each charge, court, and date convicted.

10. Has this owner or the owner's organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No ___ If so, please give date, place, and cause of said revocation.

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11. Give applicant's history of involvement with special events where beer has been served, if any.

12. Give applicant's employment record for the past 10 years.

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Please read the following and upon signature of this application acknowledge your understanding of, and agreement to comply if you are granted a permit.

- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
- (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
- (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
- (d) You will rigidly enforce the law against sales to minors.
- (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
- (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
- (g) You will not attempt to transfer this permit to anyone else.
- (h) You will display this permit in a prominent place during your event.
- (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
- (j) You will prohibit the congregation at your event of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
- (k) You will not allow any beer with alcoholic content of eight percent (8%) or greater to be consumed on the premises at your event.
- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 et. seq. of the municipal code of the City of Franklin.

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CITY OF FRANKLIN TENNESSEE

ACKNOWLEDGEMENT OF BEER BOARD MEETING

This is to acknowledge that I, _____, representing

Printed name of representative

_____ have been notified that the meeting of the

Name of organization and event

Beer Board will be held at City Hall in the Board Room on Tuesday, _____

at 4:30 PM. The purpose of the meeting is to consider the application for a special event beer permit for the above stated organization and event. Presence of a representative is imperative to receive a permit.

Signature

Date

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Application Signature Page

I hereby make application to the City of Franklin Beer Board for a special event beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my organization has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I understand that making false statement in this application shall precipitate forfeiture of permit and holder shall not be eligible to receive any permit for a period of ten years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my event causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

Signature of Applicant/Owner (or Authorized Officer)

On behalf of: _____
Name of Charitable, Nonprofit, or Political Organization

Sworn to and subscribed before me this ____ day of _____, 20 ____

Notary Public

My Commission Expires: _____

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BEER APPLICATION CHECKLIST

- _____ Completed Beer Application with Signature Notarized

- _____ Documentation showing evidence of status as a charitable, nonprofit, or political organization

- _____ Application Fee

Official Use Only	
Application Fee \$ _____	Date Paid _____
Board Meeting Date ____/____/____	