

| OFFICE USE ONLY | |
|-----------------|------------|
| DATE FILED: | _____ |
| INITIALS: | _____ |
| LICENSE #: | _____ |
| MUNI FINES DUE: | Yes No |
| PP TAX DUE: | Yes No |
| PARK COMM.: | Yes No N/A |
| PW COMM.: | Yes No N/A |
| CC DATE: | _____ |

**TEMPORARY CLASS “B”/“CLASS B” RETAILER’S LICENSE
CLK 209/219/221 (rev. 06/18)**

Fee: \$10.00 for up to five (5) consecutive days

- BEER ONLY (CLK209)** | Filing deadline for events which are four (4) days or more is at least fifteen (15) days prior to granting of license.
- WINE ONLY (CLK219)** | Filing deadline is at least fifteen (15) days prior to granting of license.
- BEER & WINE (CLK221)** | Filing deadline is at least fifteen (15) days prior to granting of license.

1. EVENT INFORMATION:

Name of Event: _____
 Event Date(s): _____ Daily Start & End Time: _____
 Person in Charge of Event: _____ Phone: _____
 Email: _____ Address: _____
STREET CITY, STATE, ZIP

2. ORGANIZATION IN CHARGE:

Check One

| | | | | | |
|--------------------------|------------------------|--------------------------|---------------------|--------------------------|-----------------|
| <input type="checkbox"/> | Church | <input type="checkbox"/> | Bona Fide Club | <input type="checkbox"/> | Lodge/Society |
| <input type="checkbox"/> | Veteran’s Organization | <input type="checkbox"/> | Chamber of Commerce | <input type="checkbox"/> | Other (specify) |

- (a) Organization Name: _____
 (b) Organization Address: _____
STREET CITY, STATE, ZIP
 (c) Date Organized: _____ If Corporation, Date of Incorporation: _____
 (d) If Organization is not required to hold a WI Seller’s Permit Pursuant to §77.54(7m), Wis. Stats., Check Here
 (e) Names and Addresses of all Organization Officers:

President: _____
NAME STREET CITY, STATE, ZIP
 Vice President: _____
NAME STREET CITY, STATE, ZIP
 Secretary: _____
NAME STREET CITY, STATE, ZIP
 Treasurer: _____
NAME STREET CITY, STATE, ZIP

Additional Information

May be Granted and Issued only to:

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:
 - Class "B" (Beer):
 - a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
 - b. At least 15 days prior to the granting of the license for events lasting 4 or more days.
 - "Class B" (Wine):

The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.
- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

Fee: Determined by the municipality, but may not exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

Duration: The day, or consecutive days, that the specified event is in progress. A municipality may issue up to 20 licenses to the same licensee for a single event, if each license is issued for the same date and time.

Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society, chamber of commerce or similar civic or trade organization or veterans' post in any 12 month period. A municipality may issue up to 20 wine licenses to the same licensee if: 1) each license is issued for the same date and times, 2) the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, 3) an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol beverages at the event, and 4) within the immediately preceding 12-month period, the municipality has issued these multiple licenses for fewer than 2 events. In addition, each event for which multiple licenses are issued shall count as one license toward the 2-license limit.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

NOTE: Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.

3. EVENT LOCATION:

Check One

| | | | | | |
|--------------------------|--------------------------------|--------------------------|------------------------------------|--------------------------|--|
| <input type="checkbox"/> | City Park and/or Park Building | <input type="checkbox"/> | City Property and/or City Building | <input type="checkbox"/> | Organization's Property and/or Organization's Building |
| <input type="checkbox"/> | Church & School | <input type="checkbox"/> | Church | <input type="checkbox"/> | Other (specify) |

(a) Location Name & Address: _____

(b) Is the event on School Grounds? **Yes** **No**

(c) If yes, a letter of approval from School Principal must be attached. **Letter Attached** **N/A**

4. Is the Event is to be Held Inside All or Part of a Building: **Yes** **No (If no, skip to #5)**

(a) Where Will Beer/Wine be Sold/Served in the Building: _____

(b) Where Will Adults (21+) Consume Beer/Wine in the Building: _____

(c) Where Will Beer/Wine be Stored in the Building: _____

(d) Will Minors Have Access to Area(s) Where Beer/Wine Will be Sold, Served, Consumed, or Stored?

Yes **No** If Yes, Describe Security Measures: _____

5. Is the Event is to be Held Outdoors or Partially Outdoors: **Yes** **No (If no, skip to #6)**

(a) Where Will Beer/Wine be Sold/Served Outdoors: _____

(b) Where Will Adults (21+) Consume Beer/Wine Outdoors: _____

(c) Where Will Beer/Wine be Stored Outdoors: _____

(d) Will Minors Have Access to Area(s) Where Beer/Wine Will be Sold, Served, Consumed, or Stored?

Yes **No** If Yes, Describe Security Measures: _____

If the Event is to be Held Outdoors, a Detailed Site Plan Must be Attached to this Application.

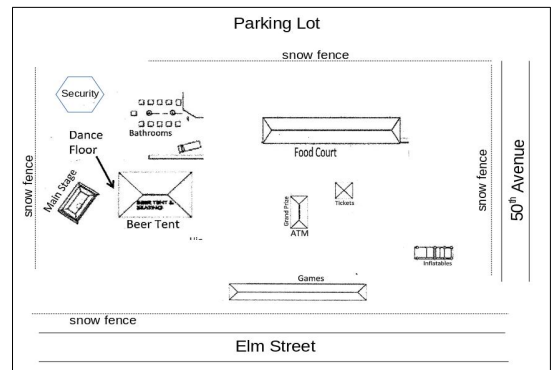
Site Plan Attached

(a) Fences, Barricades & Stages detailed on Site Plan? **Yes**

(b) Beer Gardens & Tents detailed on Site Plan? **Yes**

(c) Location of beer/wine storage & consumption on Site Plan? **Yes**

(d) Entrances, Exits, & Security detailed on Site Plan? **Yes**



6. Please indicate how you would like to receive your license: **Mail** **Pick Up**

Mailing Name & Address: _____
NAME ADDRESS CITY, STATE, ZIP

Contact Person for Pickup: _____ Phone: _____ Email: _____

DECLARATION

The Officer(s) of the Organization, Individually and Together, Declare Under Penalties of Law that the Information Provided in this Application is True and Correct to the Best of their Knowledge and Belief.

Officer: _____ Date: _____ Officer: _____ Date: _____

Officer: _____ Date: _____ Officer: _____ Date: _____