



NON-PROFIT/EXTENSION OF PREMISE TEMPORARY ALCOHOLIC BEVERAGE APPLICATION

All applications are to be filled out completely and correctly AND INCLUDE THE COMPLETED State of Florida Alcohol Beverage Application Form. Please email DevRev@StPete.org.

GENERAL INFORMATION	
NAME OF ORGANIZATION OR BUSINESS:	
Contact Person:	
Street Address:	
City, State, Zip:	
Telephone No. of Non-Profit Organization/Business:	
Telephone No. of Contact Person:	
Email Address:	
Number of previously approved events this calendar year:	
EVENT INFORMATION	
NAME OF EVENT:	
Event Location:	
Date(s) of Event:	Hour(s) of Event:
<input type="checkbox"/> Within a Building – Address:	
<input type="checkbox"/> Includes outdoor areas on private property (Include a sketch of the outdoor area)	
<input type="checkbox"/> City-Co-sponsored event (Include a copy of park permit)	
<input type="checkbox"/> Street Closure (Include a copy of Street Closure Permit) Location:	
TYPE OF TEMPORARY LICENSE: <input type="checkbox"/> Non-Profit <input type="checkbox"/> Extension of Premises	
<input type="checkbox"/> One (1) Day	<input type="checkbox"/> Two (2) Day
<input type="checkbox"/> Beer	<input type="checkbox"/> Beer, Wine, and Liquor

There is no fee for the City Temporary Alcohol License

NOTE: IT IS INCUMBENT UPON THE APPLICANT TO SUBMIT CORRECT INFORMATION. ANY MISLEADING DECEPTIVE, INCOMPLETE, OR INCORRECT INFORMATION MAY INVALIDATE YOUR APPROVAL.

Signature of Contact: _____ **Date:** _____

STAFF REVIEW	
Application Reviewed By:	
Signature:	Date:
Notes:	

NON-PROFIT/EXTENSION OF PREMISES TEMPORARY ALCOHOLIC BEVERAGE INSTRUCTIONS

1. **OBTAIN** an **application from the State Division of Alcoholic Beverages**

Department of Business & Professional Regulations
Division of Alcoholic Beverages, Tobacco & Fire Arms
1313 North Tampa Street 2189 – Cleveland Street Suite 909
Tampa, Florida 33765
813-272-2610

<http://www.myfloridalicense.com/Dbpr/abt/licenses.html>

2. **COMPLETE** all portions of the State Application **except** “ZONING”

3. **COMPLETE** all portions of the City application

4. **SUBMIT** to Development Review Services:

- a. State Application
- b. City Application
- c. For co-sponsored events, copy of approved Parks Permit
- d. For street closures, copy of approved Street Closure Permit
- e. For Outdoor Events on private property, provide site plan showing the area of event.

For Outdoor Events on Private Property:

- You are required to hire off-duty police officers. You cannot receive Zoning approval prior to application. Contact St. Petersburg Police Department, Special Events Unit, 893-7154
- You may be required to submit for a Temporary Use permit depending on the size of the event and if you are constructing a stage or tents

5. **SUBMIT** State Application to the State