



“meeting community needs
.....enhancing quality of life”

FEES ARE NON-REFUNDABLE	Date Recv'd ___/___/___
License Fee - \$10.00 per event	Acct. 11030.4322
Investigation Fee + 7.00	Acct. 100.2359
Total Amount Paid _____	Receipt _____

Application for Special Class “B” License to Sell Fermented Malt Beverages at Picnics or Gatherings

The named organization applies for:											
A temporary Class “B” license to sell FERMENTED MALT BEVERAGES at picnics or similar gathering under s. 125.25(6) Wis. Stats.											
A temporary Class “B” license to sell WINE at picnics or similar gathering under s. 125.51(10) Wis. Stats. (Limit 2 permits in a 12 month period)											
SECTION 1 – ORGANIZATION INFORMATION – Answer all questions completely. Please PRINT clearly											
Name of Organization (Bona fide club, lodge or society, veteran’s organization or fair association)							Date Organized				
Address				City		State		Zip			
Person in Charge of Event:			Name: Last		First		Middle Initial		Date of Birth		
Address			City		State	Zip	Person in charge phone number:				
President	Last		First		Middle Initial		Date of Birth		Male	Female	
Address				City		State		Zip			
Vice President	Last		First		Middle Initial		Date of Birth		Male	Female	
Address				City		State		Zip			
Secretary	Last		First		Middle Initial		Date of Birth		Male	Female	
Address				City		State		Zip			
Treasurer	Last		First		Middle Initial		Date of Birth		Male	Female	
Address				City		State		Zip			
SECTION 2 – EVENT INFORMATION SECTION											
Date(s) of Event: Beginning / /				Ending: / /		Hours		AM	PM	AM	PM
Please describe the type of event you are going to have:											
Do you plan to serve food at this event?			No	Yes	If yes, contact the Appleton Health Department. (920.832.6429)						
Location where beer or wine will be sold:											
Address				City		State		Zip			
Are you requesting an “open concept” license?			No	Yes	Will minors be present?			No	Yes		
Describe actual location and dimensions of area to be licensed – Be precise!					If yes, how will you prevent minors from obtaining alcoholic beverages?						
SECTION 3 – PENALTY SECTION											
This application must be on file in the Office of the City Clerk for at least ten (10) business days prior to granting the license.											
If the event will last more than four (4) days, the application shall be filed 15 days prior to the granting of the license.											
This organization also agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages if the license is granted. 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.											
Signature of Officer _____											
FOR OFFICE USE ONLY											
Dept.	Approve	Deny	By			Reason					
Police											
Fire											
Health											
Inspection											
S&L		Council		Date Issued		Exp. Date		License Number			

11-01-09 Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911-4799

SPECIAL CLASS “B” BEER A/K/A PICNIC LICENSE

- A Special Class “B” License is required for bona fide clubs or organizations to sell fermented malt beverages at picnics or other gatherings in the City of Appleton. ALL dates of the proposed Special Class “B” event are to be included on the application form. The application to obtain a Special Class “B” License must be on file in the Office of the City Clerk at least ten (10) business days prior to granting of the License by the Safety and Licensing Committee. The application requires approval from numerous City departments and the Safety and Licensing Committee.
- To apply for a Special Class “B” License, file your completed, signed application form with the City Clerk’s office. The application must identify the person in charge of the event.
- License fees are non-refundable and are to be paid at the time of filing the application form. Fees are as follows:

\$10.00 per event plus a \$7.00 Police investigation fee
(If an event runs for up to 5 consecutive days, it is considered one event. If an event occurs on multiple non-consecutive dates, each date constitutes an event.)
- QUESTIONS? Please call 832-6443.