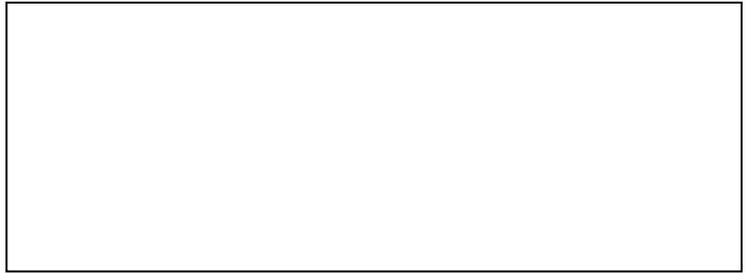


APPLICATION FOR SPECIAL DESIGNATED LICENSE

NEBRASKA LIQUOR CONTROL COMMISSION
301 CENTENNIAL MALL SOUTH
PO BOX 95046
LINCOLN, NE 68509-5046
PHONE: (402) 471-2571
FAX: (402) 471-2814
Website: www.lcc.nebraska.gov/
Email Applications: michelle.porter@nebraska.gov



Special Designated License (SDL) Application Quick Checklist

Requirements:

- Application **MUST** include approval from the local governing body (city, village or county clerk of where the event is to be held). Contact this jurisdiction for further requirements. **EFFECTIVE MAY 1, 2015, applications will no longer be accepted without the local approval attached to the application.**
- Only 501c Non-profit organizations or Retail license holders can apply for a Special Designated License. No SDL will be issued to Retail license holders operating under a Temporary Operating Permit (TOP).
- Include \$40 fee for each day/area. Check is payable to the Nebraska Liquor Control Commission (NLCC). If you have a Catering license, there are no fees required. You may also pay online at [PAYPORT](#)
- **Applicant** is responsible for all paperwork and fees being sent to the NLCC office before the 10-day deadline. It is not the responsibility of the local governing body to send the application to the NLCC.
- When requesting alternate date(s) and/or location(s), approval from local governing body must include approval for these alternate date(s) and/or locations(s). If requesting sales on Sunday, attach copy of local ordinance or resolution.
- Application must be received in Nebraska Liquor Control Commission (NLCC) office a **MINIMUM** of ten (10) business days prior to date of event (weekends, holidays & date of event are not included in this count). **NO EXCEPTIONS!** *See the [calendar](#)
- When requesting an outdoor area, you must include a box-type diagram of the area to be licensed.
- Non Caterer applicants are only allowed six (6) SDLs per calendar year, this includes consecutive days used on one application (i.e. July 4 – 9 = 6 days).
- Only twelve (12) SDLs will be issued at any specific location that could otherwise hold a liquor license.

Non Profit Application **MUST**:

- Include page five (5) of application showing Federal ID number.
- When requesting an exemption from NLCC rules; i.e. waiver of double fencing, request must be received in (NLCC) office a **MINIMUM** of 30 days prior to the date of the event; waiving double fence must complete Form 140.

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DO YOU NEED POSTERS? YES__NO__

NON PROFIT APPLICANTS

(Check one that best applies)

Municipal__ Political__ Fine Arts__ Fraternal__ Religious__ Charitable__ Public Service

LIQUOR LICENSE HOLDERS

Liquor license number and class (i.e. C-055441)

COMPLETE ALL QUESTIONS

1. Type of alcohol to be served and/or consumed: Beer __ Wine__ Distilled Spirits__

2. Licensee name (last, first,), corporate name or limited liability company (LLC) name
(As it reads on your liquor license)

NAME: _____

ADDRESS: _____

CITY _____ **ZIP** _____

3. Location where event will be held; name, address, city, county, zip code

BUILDING NAME _____

ADDRESS: _____ **CITY** _____

ZIP _____ **COUNTY and COUNTY #** _____

a. Is this location within the city/village limits? YES__NO__

b. Is this location within the 150' of church, school, hospital or home for aged/indigent or for veterans and/or wives? YES__NO__

c. Is this location within 300' of any university or college campus? YES__NO__

4. Date(s) and Time(s) of event (no more than six (6) **consecutive** days on one application)

Date _____ Hours From _____ To _____	Date _____ Hours From _____ To _____	Date _____ Hours From _____ To _____	Date _____ Hours From _____ To _____	Date _____ Hours From _____ To _____	Date _____ Hours From _____ To _____
---	---	---	---	---	---

a. Alternate date: _____

b. Alternate location: _____
(Alternate date or location must be specified in local approval)

5. Indicate type of activity to be carried on during event:

Dance___ Reception___ Fund Raiser___ Beer Garden___ Sampling/Tasting___
 Other _____

6. Description of area to be licensed

Inside building, dimensions of area to be covered **IN FEET** _____ x _____
 (not square feet or acres)

*Outdoor area dimensions of area to be covered **IN FEET** _____ x _____

***SKETCH OF OUTDOOR AREA (or attach copy of sketch) (sample sketch)**

If outdoor area, how will premises be enclosed?

___ Fence; ___ snow fence ___ chain link ___ cattle panel
 ___ other _____

___ Tent

7. How many attendees do you expect at event? _____

8. If over 150 attendees. Indicate the steps that will be taken to prevent underage persons from obtaining alcohol beverages. (Attach separate sheet if needed)

9. Will premises to be covered by license comply with all Nebraska sanitation laws? YES ___ NO ___

a. Are there separate toilets for both men and women? YES ___ NO ___

10. **Where will you be purchasing your alcohol?**

Wholesaler ____ **Retailer** ____ **Both** ____ **BYO** ____
(Includes wineries)

11. Will there be any games of chance operating during the event? YES __ NO __

If so, describe activity _____

NOTE: Only games of chance approved by the Department of Revenue, Charitable Gaming Division are permitted. All other forms of gambling are prohibited by State Law: There are no exceptions for Non Profit Organizations or any events raising funds for a charity. This is only an application for a Special Designated License under the Liquor Control Act and is not a gambling permit application.

12. Any other information or requests for exemptions: _____

13. Name and **telephone number/cell phone number** of immediate **supervisor**. This person will be at the location of the event when it occurs, able to answer any questions from Commission and/or law enforcement before and during the event, and who will be responsible for ensuring that any applicable laws, ordinances, rules and regulations are adhered to. **PLEASE PRINT LEGIBLY**

Print name of Event Supervisor _____

Signature of Event Supervisor _____

Event Supervisor phone: Before _____ During _____
Email address _____

Consent of Authorized Representative/Applicant

14. I declare that I am the authorized representative of the above named license applicant and that the statements made on this application are true to the best of my knowledge and belief. I also consent to an investigation of my background including all records of every kind including police records. I agree to waive any rights or causes of action against the Nebraska Liquor Control Commission, the Nebraska State Patrol or any other individual releasing said information to the Liquor Control Commission or the Nebraska State Patrol. I further declare that the license applied for will not be used by any other person, group, organization or corporation for profit or not for profit and that the event will be supervised by persons directly responsible to the holder of this Special Designated License.

sign here _____
Authorized Representative/Applicant Title Date

Print Name

This individual must be listed on the application as an officer or stockholder unless a letter has been filed appointing an individual as the catering manager allowing them to sign all SDL applications.

The law requires that no special designated license provided for by this section shall be issued by the Commission without the approval of the local governing body. For the purposes of this section, the local governing body shall be the city or village within which the particular place for which the special designated license is requested is located, or if such place is not within the corporate limits of a city or village, then the local governing body shall be the county within which the place for which the special designated license is requested is located.

This page is required to be completed by Non Profit applicants only.

**Application for Special Designated License
Under Nebraska Liquor Control Act
Affidavit of Non-Profit Status**

I HEREBY DECLARE THAT THE CORPORATION MAKING APPLICATION FOR A SPECIAL DESIGNATED LICENSE UNDER THE NEBRASKA LIQUOR CONTROL ACT IS EITHER A MUNICIPAL CORPORATION, A FINE ARTS MUSEUM INCORPORATED AS A NONPROFIT CORPORATION, A RELIGIOUS NONPROFIT CORPORATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, A POLITICAL ORGANIZATION WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES, OR ANY OTHER NONPROFIT CORPORATION, THE PURPOSE OF WHICH IS FRATERNAL, CHARITABLE, OR PUBLIC SERVICE AND WHICH HAS BEEN EXEMPTED FROM THE PAYMENT OF FEDERAL INCOME TAXES AS PER §53-124.11(1).

AS SIGNATORY I CONSENT TO THE RELEASE OF ANY DOCUMENTS SUPPORTING THIS DECLARATION AND ANY DOCUMENTS SUPPORTING THIS DECLARATION WILL BE PROVIDED TO THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY AGENT OF THE LIQUOR CONTROL COMMISSION IMMEDIATELY UPON DEMAND. I ALSO CONSENT TO THE INVESTIGATION OF THIS CORPORATE ENTITY TO DETERMINE IT'S NONPROFIT STATUS.

I AGREE TO WAIVE ANY RIGHTS OR CAUSES OF ACTION AGAINST THE NEBRASKA LIQUOR CONTROL COMMISSION, THE NEBRASKA STATE PATROL OR ANY PARTY RELEASING INFORMATION TO THE AFOREMENTIONED PARTIES.

NAME OF CORPORATION

FEDERAL ID NUMBER

SIGNATURE OF TITLE OF CORPORATE OFFICERS

THE ABOVE INDIVIDUAL STATES THAT THE STATEMENT ABOVE IS TRUE AND CORRECT; IF ANY FALSE STATEMENT IS MADE ON THIS APPLICATION, THE APPLICANT SHALL BE DEEMED GUILTY OF PERJURY AND SUBJECT TO PENALTIES PROVIDED BY LAW. (SEC. §53-131.01) NEBRASKA LIQUOR CONTROL ACT

SUBSCRIBED IN MY PRESENCE AND SWORN TO BEFORE ME THIS _____ DAY OF

NOTARY PUBLIC SIGNATURE & SEAL

March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
6	7 February 22, 2016	1 February 16, 2016	2 February 17, 2016	3 February 18, 2016	4 February 19, 2016	5 February 20, 2016
13	14 February 29, 2016	8 February 21, 2016	9 February 24, 2016	10 February 25, 2016	11 February 26, 2016	12 February 27, 2016
20	21 March 7, 2016	15 March 1, 2016	16 March 2, 2016	17 March 3, 2016	18 March 4, 2016	19 March 5, 2016
27	28 March 14, 2016	22 March 8, 2016	23 March 9, 2016	24 March 10, 2016	25 March 11, 2016	26 March 12, 2016

2016

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4 March 21, 2016	5 March 22, 2016	6 March 23, 2016	7 March 24, 2016	1 March 18, 2016	2 March 19, 2016
10	11 March 28, 2016	12 March 29, 2016	13 March 30, 2016	14 March 31, 2016	8 March 25, 2016	9 March 26, 2016
17	18 April 4, 2016	19 April 5, 2016	20 April 6, 2016	21 April 7, 2016	15 April 1, 2016	16 April 2, 2016
24	25 April 11, 2016	26 April 12, 2016	27 April 13, 2016	28 April 14, 2016	22 April 8, 2016	23 April 9, 2016
					29 April 15, 2016 Arbor Day	30 April 16, 2016

2016

May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 April 15, 2016	3 April 18, 2016	4 April 19, 2016	5 April 20, 2016	6 April 21, 2016	7 April 22, 2016
8 May 1, 2016	9 April 22, 2016	10 April 25, 2016	11 April 26, 2016	12 April 27, 2016	13 April 28, 2016	14 April 29, 2016
15 May 2, 2016	16 May 2, 2016	17 May 3, 2016	18 May 4, 2016	19 May 5, 2016	20 May 6, 2016	21 May 7, 2016
22 May 9, 2016	23 May 9, 2016	24 May 10, 2016	25 May 11, 2016	26 May 12, 2016	27 May 13, 2016	28 May 14, 2016
29 May 16, 2016	30 May 16, 2016 Memorial Day	31 May 16, 2016				

2016

June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5 May 31, 2016	6 May 20, 2016	7 May 23, 2016	1 May 17, 2016	2 May 18, 2016	3 May 19, 2016	4 May 20, 2016
12 May 27, 2016	13 May 27, 2016	14 May 31, 2016	8 May 24, 2016	9 May 25, 2016	10 May 26, 2016	11 May 27, 2016
19 June 6, 2016	20 June 6, 2016	21 June 7, 2016	15 June 1, 2016	16 June 2, 2016	17 June 3, 2016	18 June 4, 2016
26 June 13, 2016	27 June 13, 2016	28 June 14, 2016	22 June 8, 2016	23 June 9, 2016	24 June 10, 2016	25 June 11, 2016
			29 June 15, 2016	30 June 16, 2016		

2016

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4 June 20, 2016 Independence Day	5 June 20, 2016	6 June 21, 2016	7 June 22, 2016	1 June 17, 2016	2
10	11 June 24, 2016	12 June 27, 2016	13 June 28, 2016	14 June 29, 2016	8 June 23, 2016	9
17	18 July 1, 2016	19 July 5, 2016	20 July 6, 2016	21 July 7, 2016	15 June 30, 2016	16
24	25 July 11, 2016	26 July 12, 2016	27 July 13, 2016	28 July 14, 2016	22 July 8, 2016	23
31					29 July 15, 2016	30

2016

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
7	1 July 18, 2016	2 July 19, 2016	3 July 20, 2016	4 July 21, 2016	5 July 22, 2016	6
14	8 July 25, 2016	9 July 26, 2016	10 July 27, 2016	11 July 28, 2016	12 July 29, 2016	13
21	15 August 1, 2016	16 August 2, 2016	17 August 3, 2016	18 August 4, 2016	19 August 5, 2016	20
28	22 August 8, 2016	23 August 9, 2016	24 August 10, 2016	25 August 11, 2016	26 August 12, 2016	27
	29 August 15, 2016	30 August 16, 2016	31 August 17, 2016			

2016

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
4 August 30, 2016	5 August 22, 2016 Labor Day	6 August 22, 2016	7 August 23, 2016	1 August 18, 2016	2 August 18, 2016	3
11 August 26, 2016	12 August 26, 2016	13 August 29, 2016	14 August 30, 2016	8 August 24, 2016	9 August 25, 2016	10
18 September 1, 2016	19 September 2, 2016	20 September 6, 2016	21 September 7, 2016	15 August 31, 2016	16 September 1, 2016	17
25 September 17, 2016	26 September 12, 2016	27 September 13, 2016	28 September 14, 2016	22 September 8, 2016	23 September 9, 2016	24
				29 September 15, 2016	30 September 16, 2016	

2016

October

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2 September 19, 2016	3 September 19, 2016	4 September 20, 2016	5 September 21, 2016	6 September 22, 2016	7 September 23, 2016	8
9 September 25, 2016	10 September 26, 2016 Columbus Day	11 September 26, 2016	12 September 27, 2016	13 September 28, 2016	14 September 29, 2016	15
16 September 30, 2016	17 September 30, 2016	18 October 3, 2016	19 October 4, 2016	20 October 5, 2016	21 October 6, 2016	22
23 October 2, 2016	24 October 7, 2016	25 October 11, 2016	26 October 12, 2016	27 October 13, 2016	28 October 14, 2016	29
30 October 17, 2016	31 October 17, 2016					

2016

November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
6	7 October 24, 2016	1 October 18, 2016	2 October 19, 2016	3 October 20, 2016	4 October 21, 2016	5
13	14 October 28, 2016	8 October 25, 2016	9 October 26, 2016	10 October 27, 2016	11 October 28, 2016 Veteran's Day	12
20	21 November 4, 2016	15 October 31, 2016	16 November 1, 2016	17 November 2, 2016	18 November 3, 2016	19
27	28 November 9, 2016	22 November 7, 2016	23 November 8, 2016	24 November 9, 2016 Thanksgiving Day	25 November 9, 2016 Floating Holiday	26
		29 November 10, 2016	30 November 14, 2016			

2016

December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
4	5 November 17, 2016	6 November 18, 2016	7 November 21, 2016	1 November 15, 2016	2 November 16, 2016	3
11	12 November 28, 2016	13 November 29, 2016	14 November 30, 2016	8 November 23, 2016	9 November 23, 2016	10
18	19 December 5, 2016	20 December 6, 2016	21 December 7, 2016	15 December 1, 2016	16 December 2, 2016	17
25 December 12, 2016 Christmas Day	26 December 12, 2016 Christmas Day Observed	27 December 12, 2016	28 December 13, 2016	22 December 8, 2016	23 December 9, 2016	24
				29 December 14, 2016	30 December 15, 2016	31 December 16, 2016

2016

January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 December 16, 2016 New Year's Day	2 December 16, 2016 New Year's Day Observed	3 December 16, 2016	4 December 19, 2016	5 December 20, 2016	6 December 21, 2016	7 December 21, 2016
8 December 22, 2016	9 December 22, 2016	10 December 23, 2016	11 December 27, 2016	12 December 28, 2016	13 December 29, 2016	14 December 30, 2016
15 December 30, 2016 Martin Luther King Day	16 December 30, 2016 Martin Luther King Day	17 December 30, 2016	18 January 3, 2017	19 January 4, 2017	20 January 5, 2017	21 January 6, 2017
22 January 6, 2017	23 January 6, 2017	24 January 9, 2017	25 January 10, 2017	26 January 11, 2017	27 January 12, 2017	28 January 13, 2017
29 January 13, 2017	30 January 13, 2017	31 January 17, 2017				

2017