

# Nebraska Liquor Control Commission

## Licensing News

May 10, 2019

### NLCC Change of Location

The Nebraska Liquor Control Commission move is now complete. Our offices and hearing room are now located on the first floor of the State Office Building (down the hall south of Scooters).

Current Address: State of Nebraska Liquor Control Commission  
P.O. Box 95046  
301 Centennial Mall South, 1st Floor  
Lincoln NE 68509-5046

### New Staff Member

We are happy to announce Alissa Counley will be joining the Licensing Division effective May 13th. She will be replacing Kim Frederick at the front desk. Kim will continue to work in the Licensing Division. Her new position will be working with retail liquor license applications.

### Special Designated Licenses

We are still having some issues with the Clerk's signature block at the bottom of Form #200. Please do not allow the applicants to complete any of the information in this block. We are seeing both the City and County are being written. This area should be completed only with the information for your jurisdiction. We need to make sure these are being approved by the correct office. If you should have any questions, please contact our office.

#### Local Governing Body completes below:

The local governing body for the City/Village of \_\_\_\_\_ OR County of \_\_\_\_\_ approves the issuance of a Special Designated License as requested above. (**Only one should be written above**)

\_\_\_\_\_  
**Local Governing Body Authorized**

\_\_\_\_\_  
**Signature Date**

We frequently receive questions in regards to when a license would be required. If any one or more of the following applies, a Special Designated License should be present at the event:

- ⇒ Money is exchanged (ticket, donation, pass-the-hat, etc.)
- ⇒ The event is advertised (social media, bulletin, newspaper, flyer, etc.)
- ⇒ The event is in a building accessible to the general public
- ⇒ The event is open to the general public

\*Please keep in mind that the building owner may require a license for the event.

### Upcoming State Holiday—May 27th