



**TEMPORARY ALCOHOL BEVERAGE LICENSE ACKNOWLEDGEMENT**  
**License # \_\_\_\_\_**

Pursuant to Section 4-71, the applicant requesting a temporary alcohol beverage license shall sign this acknowledgement understanding that the temporary license is a mere accommodation and may be revoked, with or without cause at any time. Temporary Alcohol Beverage License are valid for 90 days.

Before a Temporary Alcohol Beverage License can be issued all the following must be completed:

- Submit application and payment for permanent alcohol beverage license
- Submit application and payment for business license
- Be current on all property taxes if applicable
- The location for the proposed license substantially complies with the provisions of the City's Ordinance authorizing such a license in the city.
- The denial of a temporary alcohol beverage license would create undue hardship upon the applicant, such as the closing of an existing business or delaying of the opening of a new business.

**Business Organization Details**

Name of Business/Organization: \_\_\_\_\_  
 Physical Business/Organization Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

Name of the Contact Person: \_\_\_\_\_  
 Email: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Type of Alcohol:  Distilled Spirits  Beer/Wine  Distilled Spirits/Beer/Wine

Reason that denial of this temporary alcohol beverage license would create undue hardship upon applicant: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Temporary Alcohol Beverage License must be picked up in person.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

<b>Staff Use Only</b>	
CD Processed by:	Finance Processed by:
Approved/Denied by:	Approved/Denied by:
Approval Date:	Approval Date:
City Manager:	
Approved/Denied by:	
Approval Date:	

## Excerpt from City of Milton Ordinance – Chapter 4 Alcoholic Beverages

### 4-71. - Temporary Alcoholic Beverage Licenses.

- (a) *Authority.* The City Manager is authorized to issue temporary licenses for the sale of alcoholic beverages, either beer, wine and/or liquor, subject to the conditions set forth in this Section.
- (b) *Not to exceed 90 days requirements.* Temporary licenses may be issued for such period as may be determined by the City Manager, not to exceed 90 days. No such license shall be issued unless:
  - 1) An application for a license is filed with the City Manager and payment in full of the fee thereof has been deposited with, and cleared, the City's financial institution.
  - 2) The City Manager is satisfied that the location for the proposed license substantially complies with the provisions of this Chapter authorizing such license in the City.
  - 3) The denial of a temporary license would create undue hardship upon the applicant, such as the closing of an existing business or delaying of the opening of a new business.
  - 4) There is an agreement by the applicant that the temporary license may be revoked, with or without cause, by the City Manager at any time.
- (c) *Fee.* The fee for issuance of a temporary license under this Section shall be established from time to time by the City Council.
- (d) *Extension of temporary license.* If, at least three (3) business days prior to the expiration of a temporary license, the applicant requests and explains why an extension is needed, and the City Manager finds the factual circumstances surrounding the request to support the granting of an extension; the City Manager is authorized to extend the period of the temporary license up to an additional sixty (60) days and charge an additional temporary license fee. Should an applicant have reason to seek an extension beyond the first extension of an additional sixty (60) days and the City Manager finds the factual circumstances surrounding the additional extension request to support the granting, then the City Manager shall present the request to City Council for consideration and approval or denial at the next regular session of City Council.

*No bearing on decision for license.* The grant or denial of a temporary license under the provisions of this Section shall not affect or have any bearing upon the grant or denial of a license. The City shall not be liable to the applicant if, for any reason, a license is not issued either prior to the expiration of the temporary license or not issued at all.

