



City of Annapolis
 Office of the City Clerk
 160 Duke of Gloucester Street
 Annapolis, Maryland 21401

DepClerk@annapolis.gov • 410-263-7942 • Fax 410-280-1853 • TDD use MD Relay or 711 • www.annapolis.gov

Alcoholic Beverage Control Board Consumption of Alcoholic Beverages on City Property Application

All applicants must also submit an **Alcoholic Beverage Control Board Noise Control Statement** to the Deputy City Clerk for any event, and any related activities, proposed to be held on City property.

Any terms used in this application, which are not otherwise defined, shall have the meanings indicated in the Alcoholic Beverage Control Board (ABCB or Board) [Rules and Regulations](#).

Application Due: Forty (40) days before the event date

Complete the following information:

Applicant Name _____

Contact Person _____

Work Phone # _____ Contact/Cell Phone # _____

E-mail Address _____

Event Title _____

Event Date(s) _____ Start Time _____ End Time _____

Event Location/Address _____

Type of Event _____

Approximate number of persons attending Event _____

Has the Applicant ever submitted this application in the past? Yes No

If yes, state the date application submitted: _____

Does the Applicant intend to have music at this Event? Yes No

If yes, state what type of music and the hours: _____

How does the Applicant intend to control the service of Alcoholic Beverages to ensure that minors are not served?

Does the Applicant intend to provide security? Yes No. If yes, how many guards will be hired? _____

Provide name of security company or names of volunteers (**Security is required for any event in a city building.**)

Pursuant to the authorization of **Section 17. 20. 100 (Uniform Fire Code)** of the Charter and Code of the City of Annapolis. Visit www.crowdmanagers.com/training for more information.

Does the assembly have a certified crowd manager? Yes N/A

If no, please explain

Alcoholic Beverages will be:

Provided by guests (bringing their own bottles).

Provided to guests, at no charge.

Provided to guests, for which they will be charged, either by a ticket, admission charge, or at a cash bar.

**For Clubs and non-profit organizations with a Special Class C One-Day Liquor License, state wide caterers license holders or current license holders with a temporary extension of premises if directly adjacent to licensed premises.*

I, as a legally authorized representative of the Applicant, hereby certify that the above information is true and correct to the best of my knowledge, information and belief, and that I have read and understand the statements made on this application.

If any signed statement, report, affidavit, or oath, required under any of the provisions of Article 2B, Section 198 of the Annotated Code of Maryland, shall contain any false statement, the offender shall be deemed guilty of perjury, and upon conviction thereof, shall be subject to the penalties provided by law for that crime.

Authorized Representative Name _____

Authorized Representative Signature _____

Signature of witness _____

FOR CITY USE ONLY

Received & content noted

Dept. Director _____ Date _____

Fire _____ Date _____

Police _____ Date _____

APPROVED

On behalf of the Alcoholic Beverage Control Board on this _____ day of _____, _____

Deputy City Clerk

Please feel free to contact the City Clerk's Office at 410-263-7942.