

# State of Maryland

## Board of License Commissioners for Caroline County

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### SPECIAL CLASS C PER DIEM - MULTIPLE EVENT ALCOHOLIC BEVERAGE LICENSE APPLICATION

- |                          |  |   |                        |
|--------------------------|--|---|------------------------|
| <input type="checkbox"/> | UP TO <b>10</b> EVENTS PER CALENDAR YEAR | - | \$ 250.00 ANNUAL FEE   |
| <input type="checkbox"/> | UP TO <b>20</b> EVENTS PER CALENDAR YEAR | - | \$ 500.00 ANNUAL FEE   |
| <input type="checkbox"/> | UP TO <b>30</b> EVENTS PER CALENDAR YEAR | - | \$ 750.00 ANNUAL FEE   |
| <input type="checkbox"/> | UP TO <b>40</b> EVENTS PER CALENDAR YEAR | - | \$ 1,000.00 ANNUAL FEE |

**\*\*MAXIMUM OF 40 EVENTS ALLOWED PER CALENDAR YEAR\*\***  
**(REFUNDS WILL NOT BE ISSUED FOR UNUSED EVENTS)**

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## LICENSE CONDITIONS & REQUIREMENTS

### 1. Application & Compliance

As Applicant(s), pursuant to Alcoholic Beverages Article II, § 15-1308 of the Annotated Code of Maryland and the Caroline County Board of License Commissioners Rules & Regulations, I/we hereby apply for a Special Class C Per Diem Temporary Multiple Event License. I/we have read the regulations governing special and temporary licenses and agree to comply with all State of Maryland Alcoholic Beverage Laws and the Board's Rules and Regulations.

### 2. Event Notification Requirements

The Board Office must be notified by phone or email no fewer than five (5) business days prior to each proposed event.

- Upon receipt of timely notification, the Board Office will issue email approval.
- The approval must be printed and posted with the license at each approved event.
- Failure to post approval at an event constitutes a violation.

### 3. Licensed Premises

This license applies only to the premises listed below and only during the hours and days permitted under the corresponding Class C license. **A site plan must be submitted with this application.**

### 4. Alcohol Awareness Requirement

A server certified through an approved alcohol awareness program must be on the premises for the full duration of each event. **A copy of the certification must be submitted with the application.**

### 5. Storage of Alcoholic Beverages Between Events

Alcohol may be stored on the licensed premises between events only if:

- a) It is kept in a locked, secure location approved by the Board;
- b) It is not sold or consumed except during licensed event hours; and
- c) The license holder maintains complete and accurate records of all alcohol purchased and sold.

### 6. Required Recordkeeping

- a) Records must be maintained at the licensed premises for at least two (2) years.
- b) Records must be available to the Alcohol, Tobacco, and Cannabis Commission (ATCC) and the Caroline County Board of License Commissioners.
- c) Records must include a pre- and post-inventory for each event.

### 7. Inspections

Authorized personnel of the ATCC and the Caroline County Board of License Commissioners may inspect the licensed premises during any event, and—with reasonable notice—on non-event days.

### APPLICANT INFORMATION

Organization Name / Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Premise Address Where License Will Be Used:

(ONE PREMISE ONLY)

\_\_\_\_\_  
\_\_\_\_\_

This license will be issued to the same applicant for all events unless the Board approves a substitute applicant in writing. The Board may require a hearing before approving a substitute.

Name of Responsible Person / Personal Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### AFFIRMATIONS (To Be Completed by Applicant)

On behalf of the above-named organization, I solemnly affirm under the penalties of perjury that:

- 1) The organization is an association or a corporation that is organized and operated exclusively for educational, social, fraternal, patriotic, political, or athletic purposes, and is duly organized with designated officers and adopted governing documents.
- 2) The organization was not formed for profit and does not operate for profit.
- 3) No intoxicated person will be served alcoholic beverages.
- 4) No noise or disturbance will be permitted that may be a nuisance to the community.
- 5) The responsible person will ensure order and decorum at all times.
- 6) All persons purchasing alcoholic beverages will be at least 21 years old.
- 7) The applicant is a Maryland resident and their signature is notarized below.

### SIGNATURE & NOTARIZATION

Signature of Applicant (Agent): \_\_\_\_\_ Date: \_\_\_\_\_

### NOTARY CERTIFICATION

STATE OF MARYLAND, COUNTY OF \_\_\_\_\_

This certifies that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public of the State of Maryland, in and for the above-named County, personally appeared \_\_\_\_\_, who affirmed that he/she is the duly authorized agent of the organization named herein and that the statements contained in this application are true.

WITNESS my hand and official seal.

(SEAL)

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_