



Special Permit Application to Sell Beer and Table Wine

V1 1/2020

A copy of your IRS tax-exempt certificate must be attached or on file with the department.

Please send the completed application and the appropriate fees to Alcoholic Beverage Control Division up to 14 days before, but no later than 3 days before the event. For faster processing online submission on our TransAction Portal (TAP) is appreciated at <https://mtrevenue.gov/SpecialPermit>.

Section 1-General Information

Note: If the applicant is an individual, list the individual's name below. If the applicant is a partnership, limited liability partnership (LLP), corporation, or limited liability company (LLC), list the business' name below.

Applicants _____ FEIN/SSN _____

Contact Person _____

Telephone _____ Email _____

Location of Principal Place of Business _____
(Street Address, City, State and ZIP Code)

Name of Event _____

Location of Event _____
(Street Address, City, State and ZIP Code)

Date(s) for which Special Permit is Requested _____

Note: A special event may only last for a maximum of three days, except that each permit holder may have one special event per year of up to seven days for a county, state or regional fair that occurs no more than once per year, is held on a publicly owned fairgrounds, and is officially sanctioned by a government entity.

Section 2-Type of Organization and Fees. Please mark one.

\$10 per Day

- 501(c)(3) Organization
 - Organization operated to raise funds for a needy person (limit 3 per year)
 - Accredited Montana post secondary school (limit 3 per year)
 - Intercollegiate athletic fund-raising organization (limit 12 per year)
- 501(c)(4) Civic League or Organization (limit 12 per year)
- 501(c)(6) Chamber of Commerce or business league (limit 12 per year)
- Veterans or fraternal organizations that hold a liquor license (limit 3 per year)

\$1000 per Season-Please include a copy of the game schedule.

- Junior Hockey Team
- Professional Sports Organization

*Chamber of Commerce or business league need to provide proof of alcohol liability insurance.

Total Amount Enclosed \$ _____

Section 3–Local Law Enforcement

Please have your local law enforcement official complete this section prior to sending in your application.

I, _____, hereby **Approve** **Disapprove**
of the premises where the event is to be held.

Signature Date

Title

Section 4–Declaration and Affidavit

We understand beer and table wine can only be sold and consumed within the enclosure where the event is held and only on the above date(s). We state that the location of the event is not within 600 feet and on the same street as a school or church. A special permit is subject to the provisions of [16-3-306, MCA](#), unless the entities in 16-3-306, MCA provide the department with advanced written approval.

We understand that all alcohol, including beer and wine, can only be purchased from a licensed distributor.

We will follow all the laws, rules and ordinances relating to the sale of beer and table wine. We understand that a violation of any law or rule relating to the sale of beer or table wine will be reason to revoke the permit. Any authorized employee of the department, its representative or any peace officer will have the right to examine the location of the event at any time.

This application needs to be signed by all individuals, partners or members. In the case of a corporate applicant, it may be signed by one shareholder or officer with authority to sign.

I/We declare under penalty of false swearing that the information provided on this application and its attachments are true, correct and complete.

Signature Date

Printed Name Title

Signature Date

Printed Name Title

Mail completed application as well as all necessary documents to:

Montana Department of Revenue
Alcoholic Beverage Control Division
PO Box 1712
Helena, MT 59604-1712

Questions? Please call us at (406) 444-6900, or Montana Relay at 711 for hearing impaired.