



ABC SPECIAL TEMPORARY LICENSE APPLICATION

City of Bellevue, Kentucky

616 Poplar Street

Bellevue, Kentucky 41073

Phone: (859) 431-8888 Fax: (859) 261-8387

Website: www.bellevueky.org

Office of City Clerk/Treasurer mary.scott@bellevueky.org

Name of Applicant: _____

Name of Special Event: _____

Event Location: _____

Mailing Address: _____

Contact Person: _____ Email Address: _____

Contact Phone No.: _____ Fax No: _____

Date(s) & Time(s) of Event: _____

Check the boxes for the type(s) of license(s) you are applying for:

- Special Temporary License (KRS 243.260 & 804 KAR 4:250) \$166.66
 Special Temporary Auction License-Distilled Spirits & Wine (KRS 243.036) \$200.00

Fee Due: \$ _____

Have you attached the following:

- Payment Payable to City of Bellevue Yes No
State Application Yes No
Criminal Background Check Yes No
Detailed Compliance Plan Yes No
Proof of Insurance Yes No

(if event is being held in or on public property a copy is required with each application specific to the location of event)

Date of Application: _____

Signature of Applicant: _____

Applicant's Title: _____

Steven L. Beshear
Governor



Robert D. Vance
Secretary

Frederick A. Higdon
Commissioner

**PUBLIC PROTECTION CABINET
DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL**

1003 Twilight Trail
Frankfort, KY 40601
502-564-4850
502-564-7479 (fax)
abc.ky.gov

October 1, 2013

Dear local ABC Administrator,

In an effort to effectively streamline the licensing process, the Department will begin implementing two new licensing practices effective November 1, 2013.

KRS 243.430 provides that an application for a state license issued under KRS 243.030 and 243.040 may be rejected if the application is incomplete or the correct fee has not been remitted with the application. Beginning November 1, 2013, the Department will reject all applications which are incomplete or which do not enclose the correct payment.

Additionally, 804 KAR 4:250(2) requires an application for a special temporary license to be filed with the Department no later than five (5) working days prior to the date for which the license is requested. Beginning November 1, 2013, the Department will deny all applications that are received less than five (5) days prior to the requested date.

Since KRS 243.370 requires local approval of these applications first, it is imperative that local ABC Administrators timely review and approve special temporary license applications so that they can be received by the Department at least five (5) days in advance. The Department will reject all special temporary license applications not received five (5) days in advance regardless of how long they were filed with, or sat in, a local ABC Administrator's office.

Please note the effective dates of the aforementioned application practices. These licensing practices are being posted publicly on the Department's website and Facebook page. If you have any questions, please feel free to contact the Department at (502) 564-4850. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Frederick A. Higdon".

Frederick Higdon, Commissioner
Department of Alcoholic Beverage Control