



**CITY OF DANVILLE**  
 17 W. Main St., Danville, IL 61832  
 City Clerk's Office, (217) 431-2304

**NOTE:** Applications must be submitted 7 business days prior to event. Careful completion of your form will help to avoid delays in processing. Completed form can be e-mailed to [cityclerk@cityofdanville.org](mailto:cityclerk@cityofdanville.org)

## Temporary Liquor License Application

### Class T – Chapter 96.14

**TO THE LIQUOR COMMISSIONER, THE HONORABLE MAYOR OF THE CITY OF DANVILLE:**  
**THE UNDERSIGNED hereby makes application to dispense liquor temporarily.**

**Name of Applicant:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_ **Phone No:** \_\_\_\_\_

**Contact Person:** (If other than above) \_\_\_\_\_ **Phone No:** \_\_\_\_\_

**Name/Purpose of Event:** \_\_\_\_\_

**Location of Event:** \_\_\_\_\_

**Date(s):** \_\_\_\_\_ **Proposed Times:** Start: \_\_\_\_\_ End : \_\_\_\_\_

*(Please be aware that 11:00 p.m. is the cut off time for any music and/or loud sounds for outside events.)*

96.14 (B) Except for holders of licenses described in 96.07, any applicant for a Class T license who *sells* alcoholic liquor or charges a cover charge in order to obtain alcoholic liquor at the event shall be required to provide a copy of a liquor license for the event issued by the State of Illinois. The applicant shall provide a copy of the state liquor license no less than 48 hours prior to the event.

**Liquor Manager/Responsible Person:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_ **Date of Birth:** \_\_\_/\_\_\_/\_\_\_ **Phone #:** \_\_\_\_\_

1) Will you be charging a fee per drink? Yes \_\_\_ No \_\_\_ If no, providing drinks free? Yes \_\_\_

2) Liquor Supplied by: \_\_\_\_\_  
 (Name and Address of Licensed Liquor Establishment or Retail Store)

4) If approved, I prefer the Temporary Liquor License: *Mailed* \_\_\_ *I will pick up* \_\_\_ (Please check one)

5) Do you attest that the forgoing information is true and correct? Yes \_\_\_

6) I have read page two of the application and will abide by Chapter 96.14 of the City Code. Yes \_\_\_

**Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PLEASE NOTE: EVENTS HELD ON CITY PROPERTY** - We require that you provide host liquor liability and general liability coverage, listing the City as additional insured at \$1,000,000.00 per occurrence, since the City's policy does not cover you as the Host, except for **Harrison Park Club House**. Contact your insurance agent for coverage.

**If liquor is to be sold, proof of Dram Shop Insurance is required.** When holding events on private property, check with the property owner to see if coverage is requested. Additional questions regarding liability insurance can be directed to the City Risk Manager at (217) 431-2305.

**Office Use Only**

Rev'd. by Office/Dept: _____	Date Rcvd: _____	State of IL License Rcvd: _____	Lic No. Issued: _____
Fee: (\$50.00 per day for Businesses, \$25.00 per day for NFP/Individual) \$ _____		Date Paid: _____	
Liquor Commissioner: Approved: ___	Disapproved: ___	Date: _____	Mailed/Picked up: _____



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### Temporary Liquor License Application Class T – Chapter 96.14

#### § 96.14 TEMPORARY LIQUOR LICENSE.

(A) It shall be unlawful for any person, partnership, association, club, corporation, limited liability company, or similar entity, either personally or through an agent, to sell, offer for sale, or allow the consumption of alcoholic liquor at any banquet, picnic, wedding reception, bazaar, fair, casino night, champagne breakfast, or similar private or public assembly, where alcoholic liquor is sold, served or dispensed, without having first obtained a liquor license from the Liquor Commissioner. The Liquor Commissioner is authorized to issue, at his discretion, a temporary license, Class T, for any such event, if he finds that said event shall not represent a serious negative influence on the health, safety and well-being of the neighborhood in which the event will be located, or to the entire community.

(B) Except for holders of licenses described in § 96.07, any applicant for a Class T license who sells alcoholic liquor or charges a cover charge in order to obtain alcoholic liquor at the event shall be required to provide a copy of a liquor license for the event issued by the State of Illinois. The applicant shall provide a copy of the state liquor license no less than 48 hours prior to the event. In the event that the applicant fails to provide a copy of the state liquor license as required, the Liquor Commissioner shall declare the Class T license null and void. In the event that the applicant returns a copy of the state liquor license as required, the Class T license issued to such applicant for the event shall be valid.

(C) It shall be unlawful for any holder of a license described in § 96.07 to conduct a wild game feed, champagne breakfast, wine-tasting, or similar special event, without first having obtained a temporary liquor license from the Liquor Commissioner. The Liquor Commissioner is authorized to issue, at his discretion, a temporary liquor license, Class T, for any such event, if such event is considered special and is not conducted on a regular basis by a particular licensee.

(D) A temporary liquor license shall be valid for any period of time not exceeding 72 hours. The temporary liquor license shall not permit the sale of alcoholic liquors in original packages or in any place where the sale of alcoholic liquor is prohibited by any federal, state or local law, or which is not within the jurisdiction of the City. Temporary liquor licenses shall not be obtained in such a manner as to circumvent the licensing requirements of this chapter. Temporary liquor licenses shall not be issued to the same applicant more than once every three months.

(E) The temporary liquor license shall specify the dates and times approved by the Liquor Commissioner for the license.

(F) Application for a temporary liquor license shall be made on forms provided by the City Clerk. Such application shall be completed and submitted at least seven days before the start of the event. At the time of application, the applicant will pay the appropriate fee for each day of the license as follows: businesses, \$50; all others, \$25.

(Ord. 7728, passed 9-20-94; Am. Ord. 8327, passed 11-4-03; Am. Ord. 8691, passed 3-16-10; Am. Ord. 8928, passed 3-18-14; Am. Ord. 9088, passed 4-4-17)