



State of Maine
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement

Application for a Catering Permit

Please complete this application in its entirety. This application must be signed by the appropriate official in the municipality where the catering function is to be held.

Name of Licensee: _____

DBA: _____

License Number: _____

Complete Mailing Address: _____

Daytime Telephone Number: _____ Fax: _____

Email Address: _____

Title of Function: _____

Purpose of Function: _____

Location of Function: _____

Complete Physical Address of Function: _____

Describe specific area to be licensed and attach a diagram: Inside Event Outside Event

Date of Function: _____ Time of Function: From: _____ To: _____

(Note: By law, liquor can only be served from 5:00am to 1:00am of the next day, Monday through Saturday, and 9:00am to 1:00am the next day on Sunday. Function times cannot deviate from this statutory requirement.)

Number of Persons attending: _____

Name of Sponsor: _____

Complete Mailing Address: _____

Daytime Telephone Number: _____ Fax: _____

Email Address: _____

Note: Application **must** be submitted with your Eating and Catering License from the Maine Department of Health and Human Services.

Dated: _____

Signature of Licensee

Printed Name of Licensee

For use by Municipal Officers and County Commissioners only:

Note: This application must be approved by the Municipal Officers of the municipality in which the function is to be held or, if held in an unincorporated place, by the County Commissioners. 28-A MRS Section 1076, subsection 7-D grants the authority for this approval without public notice. Please complete the following certification.

State of Maine

County of _____

The Officials listed below hereby approve this application for a Catered Event for the applicant, date, time and location listed in this application.

The undersigned being: Municipal Officers County Commissioners

for _____, Maine.
(name of municipality)

Dated this _____ day of _____, 20____ at _____, Maine.

Signature of Officials	Printed Name and Title

In order to timely process your application, you must file this application at least 72 hour prior to the event. The Bureau reserves the right to reject an application not submitted by this time.

Once issued, this permit is not assignable and is valid only for use by the licensee named in this application and for the date, time, and location listed in this application. This permit is issued subject to Maine liquor laws, Title 28-A, and the Bureau's Administrative Rules. Penalties for failure to comply with the laws and rules are provided in Chapter 33 of Title 28-A.

Application Fee: \$10.00 per day. Please make check payable to the Treasurer of State

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing and Enforcement
 8 State House Station
 Augusta, ME 04333-0008
 Telephone Inquiries: (207) 624-7220
 Email Inquiries: MaineLiquor@Maine.gov

For Office Use Only:	
Date Filed: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Permit #: _____	
Date Issued: _____	
Issued By: _____	