



Bureau of Alcoholic Beverages  
**Division of Liquor Licensing & Enforcement**  
 164 State House Station  
 Augusta, ME 04330-0164  
 Tel: (207) 624-7220 Fax: (207) 387-3424

**APPLICATION FOR LICENSE FOR  
 INCORPORATED CIVIC ORGANIZATION**  
**\$50.00 Fee / \$10.00 Filing Fee**  
**Check Payable: Treasurer State of Maine**

1. (a) Full Name of Applicant: \_\_\_\_\_  
 (Corporate Name)
- (b) Corporate Address: \_\_\_\_\_  
 Street Address City/Town State Zip Code
- (c) Authorized Corporate Office: \_\_\_\_\_
- (d) Address: \_\_\_\_\_  
 Street Address Town/City State Zip Code
- (e) Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

**INFORMATION PERTAINING TO SPECIAL EVENTS OR GATHERINGS**

2. (a) Title and Purpose of Event: \_\_\_\_\_  
 \_\_\_\_\_
- (b) Date of Event: \_\_\_\_\_ Time – From: \_\_\_\_\_ AM/PM To: \_\_\_\_\_ AM/PM
- (c)  Inside  Outside Event (If **Outside**, attach diagram of area)
- (d) Location of Event: \_\_\_\_\_
- (e) Number of Persons Attending: \_\_\_\_\_
- (f) Name and Address of Sponsor: \_\_\_\_\_  
 Address: \_\_\_\_\_ Town/City: \_\_\_\_\_ State: \_\_\_\_\_
- (g) Name and Address of Caterer: \_\_\_\_\_  
 Address: \_\_\_\_\_ Town/City: \_\_\_\_\_ State: \_\_\_\_\_  
 (If other than licensee): \_\_\_\_\_  
 (If food is to be served): \_\_\_\_\_
- (h) Type of building to be occupied: \_\_\_\_\_

(i) Area to be licensed: \_\_\_\_\_

Dated at: \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_  
Town/City, State Month/Day

**NOTE:**

This application must be signed by a duly authorized officer of the corporation executing the application and approved by the Municipal Officer/Country Commissioners and filed with the Division.

\_\_\_\_\_  
NAME OF CORPORATION

BY: \_\_\_\_\_  
CORPORATE OFFICER'S SIGNATURE – TITLE PRINTED NAME & TITLE

**STATE OF MAINE**

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_ ss  
City/Town (County)

On: \_\_\_\_\_  
Date

The undersigned being:      ☐ Municipal Offices      ☐ County Commissioners      of the  
☐ City   ☐ Town   ☐ Plantation   ☐ Unincorporated Place   of: \_\_\_\_\_, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and herby approve said application.

Signature	Print
_____	_____
_____	_____
_____	_____
_____	_____

***72 Hours in Advance of Said Event or Gathering  
REQUESTED***

Note: If said event or gathering is located in an unincorporated place, the application must be approved by the County Commissioners of the County wherein the event or gathering is to take place and the above approval form may be changed in accordance with the fact.