



## **Request for Law Enforcement Approval for Alcoholic Beverage Control (ABC) Daily License Application/Authorization (INSTRUCTIONS)**

### **INSTRUCTIONS:**

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Link to ABC Daily License Application (ABC-221 Form): <http://www.abc.ca.gov/FORMS/ABC221-2010.pdf>

Link to instructions on obtaining an ABC daily license from the Department of Alcoholic Beverages can be found here: <https://www.abc.ca.gov/FORMS/ABC221I.pdf>

### **Special Events:**

★ If your event has any of the following elements, please contact the Special Event office (510) 790-6967 to see if your event requires a Special Event Application (applicable fees may apply) or is allowed according to Fremont Municipal Code:

- Located on public property or a park
- Located on and/or requires a road/parking lot closure
- Animals
- Tents/canopies larger than 400 sq. ft.
- Distribution or sale of food and/or alcohol
- Sale of non-food items (crafts, etc.)
- Outdoor cooking

If your event requires a special event permit, submit the ABC License Cover Page and the ABC Daily License Application (ABC-221 Form) with your special events application packet. Additional information regarding special events can be found here: <https://fremont.gov/578/Special-Event-Permit>

### **Events in Parks**

If you plan to hold your event in a City park, please contact Joe Benjamin at (510) 790-5546 in the City of Fremont’s Community Services Department and submit the ABC License Cover Page and the ABC Daily License Application (ABC-221 Form) with your park use permit, as directed.

### **No Special Events Permit Needed:**

If your event does not require a special events permit, bring or mail the ABC License Cover Page and the original signed ABC Daily License Application (ABC-221 Form) to:

- **Attn: Maria Martinez, Fremont Police Department, 2000 Stevenson Blvd., Fremont, CA 94537**
- Police Department Lobby Hours: Monday - Friday 8:00 a.m. – 5:00 p.m.

The review of ABC Daily Licenses will occur twice weekly on Tuesdays and Thursdays, in the order received. There is no fee required for law enforcement approval of the ABC application. The Fremont Police Department requires the submittal of the ABC License cover page and the original signed application at least **15 business days** in advance of the event date. Allow five business days to process your law enforcement approval. Staff will call you when the approved application can be picked up at the Police Department. To check the status of your approval, contact: *Maria Martinez, MMartinez@fremont.gov, (510) 790-6758. Hours: Tuesdays and Thursdays from 8:00a.m. – 5:00 p.m.* Once you pick up the approved application from the Police Department, you must take the application to your local Department of Alcoholic Beverage Control (ABC) to obtain your ABC daily license. Additional fees required. ABC requires the signed law enforcement approved application to be submitted to their office **at least 10 days** prior to the event. Failure to meet their timelines may result in the delay or failure of your ABC approval.

## **Additional Information Regarding ABC Daily Licenses**

For the latest updates, always visit the California Department of Alcoholic Beverages Control: <https://www.abc.ca.gov/>

### **I. Non-Profit Organizations**

- Daily licenses can only be issued to Non-profit (501©3) organizations and Political parties sponsoring a Candidate or Ballot Measure per Section **24045.1** and Rule **59.5** of the ABC Act. All daily license events require Property Owner and Law Enforcement for Alameda, Contra Costa, and Solano County. A Daily license will be required when any/all of the following criteria is met:
  1. The NON-PROFIT organization will be selling alcohol directly at an event
  2. The NON-PROFIT organization will be selling tickets to an event that will allow the ticket purchaser access to alcohol (even if the alcohol is free)
  3. The NON-PROFIT event is open to the public (with the event is ticketed or invitation -based, and if anyone can purchase a ticket or if the invitation involves monetary consideration, then it is considered open to the public)
  4. The NON-PROFIT organization will be having alcohol donated to them from either a Manufacturer or Wholesaler
  5. The NON-PROFIT organization is planning an event where Wineries, Beer Manufacturers, and/or Distillers will be giving product tastings at the designated event area.

### **II. For-Profit Organizations and/or Individuals (Type 58 Catered Events)**

- Event that is held by an entity that does not have Non-profit (501©3) status must hire a Type 58 Caterer to handle the alcohol at the event per Section **23399**.
- If the event is open to the public, then the catered event requires Law Enforcement approval. Type-58 Caterers can either sell alcoholic beverages for consumption at the bar or stand, provide free of charge, or have the sponsoring organization sell tickets to the event. Also, FYI, some caterers have been catering alcohol by truck (like a food truck).

### **III. Private Parties**

- No license or permit shall be required for the serving and otherwise disposing of alcoholic beverages where all of the following conditions prevail:
  1. That there is no sale of an alcoholic beverage.
  2. That the premises are not open to the general public during the time alcoholic beverages are served, consumed or otherwise disposed of.
  3. That the premises are not maintained for the purpose of keeping, serving, consuming or otherwise disposing of alcoholic beverages.



**Request for Law Enforcement Approval for  
ABC Daily License Application/Authorization  
(ABC License Cover Page)**

**SECTION 1: Type of Event (Check all that apply):**

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- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Car Show                | <input type="checkbox"/> Parade             | <input type="checkbox"/> Sales/Retail/Promotional |
| <input type="checkbox"/> Carnival/Carnival Rides | <input type="checkbox"/> Petting Zoo        | <input type="checkbox"/> Street Fair              |
| <input type="checkbox"/> Dance                   | <input type="checkbox"/> Political Activity | <input type="checkbox"/> Other (please specify)   |
| <input type="checkbox"/> Food Truck Event        | <input type="checkbox"/> Religious Event    |   |
| <input type="checkbox"/> Music/Concert           | <input type="checkbox"/> Run/Walk/Race      | _____   |

**SECTION 2: Event Permit Status**

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- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Special Event Permit needed | <input type="checkbox"/> Event held in park | <input type="checkbox"/> No special event permit needed/Not held in park |
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**SECTION 3: CONTACT INFORMATION (Please print legibly)**

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Date ABC Form Submitted: \_\_\_\_\_ Event Date: \_\_\_\_\_

Event Title: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone No.: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

**SECTION 3: EVENT INFORMATION**

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Expected average attendance per day: \_\_\_\_\_

Event Location: \_\_\_\_\_

**Event Description**

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### DAILY LICENSE APPLICATION/AUTHORIZATION - Non Transferable

*Instructions: Complete all items. Submit to local ABC District Office with required fee (Cashier's Check or Money Order) payable to ABC. Once license is issued, fee cannot be refunded. For a listing of ABC District Offices please visit <http://www.abc.ca.gov/distmap.html>*

*Pursuant to the authority granted by the organization named below, the undersigned hereby applies for the license(s) described below.*

LICENSE NUMBER	GEO CODE
RECEIPT NUMBER	
FEE	
\$	

1. ORGANIZATION'S NAME	CONDITIONS REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No	DIAGRAM REQUIRED <input type="checkbox"/> Yes <input type="checkbox"/> No
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2. LICENSE TYPE (Check appropriate license type AND organization type)

a.  **Daily General (\$25.00)** *(Includes beer, wine and distilled spirits)*

<input type="checkbox"/> Political Party/Affiliate Supporting Candidate for Public Office or Ballot Measure	<input type="checkbox"/> Fraternal Organization in Existence Over Five Years with Regular Membership
<input type="checkbox"/> Organization Formed for Specific Charitable or Civic Purpose	<input type="checkbox"/> Religious Organization
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Vessel per Section 24045.10 B&P (\$50.00)

NUMBER OF DISPENSING POINTS \_\_\_\_\_

b.  **Special Daily Beer (\$25.00)**       **Special Daily Beer & Wine (\$50.00)**       **Special Daily Wine (\$25.00)**

<input type="checkbox"/> Charitable	<input type="checkbox"/> Fraternal	<input type="checkbox"/> Social	<input type="checkbox"/> Political	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Civic	<input type="checkbox"/> Religious	<input type="checkbox"/> Cultural	<input type="checkbox"/> Amateur Sports Organization	

NUMBER OF DISPENSING POINTS \_\_\_\_\_

c.  **Special Temporary License (\$100.00)** *(Different privileges depending on statute)*

<input type="checkbox"/> Television Station per Section 24045.2 or 24045.9 B&P	<input type="checkbox"/> Person conducting Estate Wine Sale per Section 24045.8 B&P
<input type="checkbox"/> Nonprofit Corporation per Sections 24045.4 and 24045.6 B&P	<input type="checkbox"/> Women's Educational and Charitable Organization per Section 24045.3 B&P

**Other Special Temporary Licenses, per Section** \_\_\_\_\_

License number \_\_\_\_\_ Amount \$ \_\_\_\_\_

3. EVENT TYPE

<input type="checkbox"/> Dinner	<input type="checkbox"/> Dance	<input type="checkbox"/> Wedding	<input type="checkbox"/> Lunch	<input type="checkbox"/> Picnic	<input type="checkbox"/> Barbeque	<input type="checkbox"/> Social Gathering	<input type="checkbox"/> Festival
<input type="checkbox"/> Sports Event	<input type="checkbox"/> Concert	<input type="checkbox"/> Birthday	<input type="checkbox"/> Mixer	<input type="checkbox"/> Carnival	<input type="checkbox"/> Dinner Dance	<input type="checkbox"/> Other: _____	

4. TOTAL # OF DAYS	5. ESTIMATED ATTENDANCE	6. HOURS OF ALCOHOLIC BEVERAGE SALES, SERVICE AND/OR CONSUMPTION From _____ To _____
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7. EVENT DATE(S)	8. EVENT IS OPEN TO THE PUBLIC <input type="checkbox"/> Yes <input type="checkbox"/> No
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9. EVENT LOCATION (Give facility name, if any, street number and name, and city)

10. LOCATION IS WITHIN THE CITY LIMITS <input type="checkbox"/> Yes <input type="checkbox"/> No	11. TYPE OF ENTERTAINMENT	12. SECURITY GUARDS <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, how many? _____
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13. AUTHORIZED REPRESENTATIVE'S NAME	14. REPRESENTATIVE'S TELEPHONE NUMBER
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15. REPRESENTATIVE'S ADDRESS

16. ORGANIZATION'S MAILING ADDRESS (If different from #15 above)

17. AUTHORIZED REPRESENTATIVE'S SIGNATURE	18. DATE SIGNED
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PROPERTY OWNER APPROVAL BY (Name), REQUIRED	PHONE NUMBER	PROPERTY OWNER SIGNATURE	DATE SIGNED
LAW ENFORCEMENT APPROVAL BY (Name), IF APPLICABLE	PHONE NUMBER	LAW ENFORCEMENT SIGNATURE	DATE SIGNED
DISTRICT OFFICE APPROVAL BY (Name)		ABC EMPLOYEE SIGNATURE	ISSUANCE DATE

The above-named organization is hereby licensed, pursuant to the California Business and Professions Code Division 9 and California Code of Regulations, to engage in the temporary sale of alcoholic beverages for consumption at the above named location for the period authorized above. This license does not include off-sale ("to-go") privileges.

**This license may be revoked summarily by the Department if, in the opinion of the Department and/or the local law enforcement agency, it is necessary to protect the safety, welfare, health, peace and morals of the people of the State.**