



Information for Application for Off-Premises Alcoholic Beverage Catering Permit and Excise Tax Acknowledgment

Pursuant to Chapter 4: Alcoholic Beverages, Article VII: Off Premises Alcohol Catering of the Code of the City of Dahlonega, Georgia, an alcoholic beverage caterer means any retail dealer licensed pursuant to the alcoholic beverage ordinance of the City of Dahlonega or any licensed Alcoholic Beverage Caterer pursuant to O.C.G.A. § 3-11-1 et seq who provides alcohol at authorized events or functions, special events, or special events facilities. The entirety of the City and State regulations for catering must be satisfied by the holder of the permit. Several of the core permit requirements for an Off-Premises Alcoholic Beverage Catering Permit are listed below for special emphasis. Additional details can be found in Chapter 4: Alcoholic Beverages, Article VII: Off Premises Alcohol Catering of the Code of the City of Dahlonega, Georgia.

(a) Permit Required for Residential Alcohol Caterers:

1. Any caterer who possesses a valid Alcoholic Beverage License for Consumption on the Premises to sell or otherwise dispense malt beverages, wine or distilled spirits by the drink may apply for an off-premises permit that permits sales at authorized catered events or functions.
2. Each off-premises catering permit, authorized herein, and shall be valid only for the event for which the permit is issued and in no event longer than a period of three consecutive days.
3. It shall be unlawful for any person to engage in, carry on, or conduct the sale or distribution of alcoholic beverages off-premises and in connection with a catered event or function without first having obtained a permit as provided herein.

(c) Alcoholic Beverage Caterer Regulated. A licensed alcoholic beverage caterer may sell or otherwise dispense only that which is authorized by his alcoholic beverage license. For example, if the alcoholic beverage caterer possesses a valid license to sell malt beverages, he may sell or otherwise dispense only malt beverages at the authorized catered event or function.

(d) Sunday Sales. An alcoholic beverage caterer wishing to cater an event or function on Sunday must possess a valid Sunday sales license and comply with the requirements of state law with respect to the service of alcoholic beverages on Sunday.

(e) Excise Taxes. Excise taxes are imposed upon the sale of alcoholic beverages by a resident caterer as provided in Article XII. Your initials here indicate that you are aware of the requirements of Chapter 4, Article VII, Section (e), regarding payment of Excise Tax and that you will remit payment of the Tax within the time prescribed. _____ (Initial)

(f) Excise Taxes – Continued. Excise taxes are imposed upon the total of individual alcoholic beverage drinks served by a nonresident caterer in the amounts set forth in Article XII and shall be paid within 30 days after the conclusion of the catered event or function. Your initials here indicate that you are aware of the requirements of Chapter 4, Article VII, Section (f), regarding payment of Excise Tax and that you will remit payment of the Tax within 30 days of the conclusion of the event for which the permit is issued. _____ (Initial)

Please submit the following Application for Off-Premises Alcoholic Beverage Catering Permit and required supplemental materials to the City of Dahlonega, located at 465 Riley Road, Dahlonega, Georgia 30533. If you have questions, please do not hesitate to contact City Hall at (706) 864-6133.



Permit Checklist

Application Requirements:

- Off-Premises Alcoholic Beverage Catering Permit Application Information and Excise Tax acknowledgment.
- Applicant's Certification Affidavit (Notarized)
- SAVE Affidavit (Notarized)
- Application and Alcoholic Beverage Provider Information
- Copy of Alcoholic Beverage Provider's Alcohol License
- Copy of valid Occupational Tax Certificate
- Payment in full



Application for Off-Premises Alcoholic Beverage Catering Permit

Business Organization Details:

Name of Business/Organization (Alcohol Provider): _____

Physical Business/Organization Address: _____

Mailing Address: _____

Name of Licensee: _____

Email: _____ Telephone Number: _____

Signature of Licensee: _____

Event Details:

Name of Event: _____

Location of the Event (Physical Address): _____

Date of Event: From: _____ to: _____

Duration of Event # of Days (cannot exceed 3 consecutive days): _____ days

Event Hours: From: _____ a.m. /p.m. To: _____ a.m. /p.m.

Types & Quantity of Alcoholic Beverages to be served: _____



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Property Details:

Name of Owner: _____
 Owner's Address: _____

 Owner's Email: _____
 Owner's Telephone: _____

Permit and Administrative Fees Due upon Application: **TOTALS**

Administrative Fee – Beer/Wine only OR Liquor only	\$50.00	\$ _____
Administrative Fee – Beer/Wine AND Liquor	\$75.00	\$ _____

Additional Fees for Non-Resident Caterers Due upon Application:

Off-Premises Permit Fee	\$50.00	\$ _____	
Background Check	\$40.00	X # Persons	\$ _____

TOTAL FEES DUE: \$ _____*

The total fees due shall be paid at the time of application for a Permit. In the event the application is DENIED, the applicant shall receive a refund of only the per day Permit fee paid at the time of application. **All other fees are non-refundable.**



Application for Off-Premises Alcoholic Beverage Catering Permit Certification and Affidavit

Name of Event: _____

Brief Description of Event: _____

Address of Event: _____

I hereby agree that as a condition to the issuance of an Off-Premises Alcoholic Beverage Catering Permit, the business owner/sponsor of the Event shall indemnify and hold the City harmless from claims, demand or cause of action which may arise from activities associated with the event.

I hereby solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for an Off-Premises Alcoholic Beverage Catering Permit are true, and no false or fraudulent statement or answer is made herein to procure the granting of such permit.

I hereby state and understand that should a complaint be filed against the owner/sponsor of the Event for violation of any regulation associated with the application for the City of Dahlonega Off-Premises Alcoholic Beverage Catering Permit, the permit issued for the event will immediately become void and will not reissue for the same location.

Licensee Signature: _____ Date: _____

Sworn and Attested before me on this ____ day of _____, 20____.

Notary Signature/Seal

Staff Use Only	
Permit#:	Administrative Fees:
Processed By: _____	Permit Fees:
Approved/Denied	Expiration Date:
Approval Date:	Denied Date:



O.C.G.A. § 50-36-1(e)(2)
Affidavit Verifying Status for City Public Benefit

****This form is required for ALL LICENSES/PERMITS by State Law****

By executing this affidavit under oath, as an applicant for an Off-Premises Alcoholic Beverage Catering Permit, as referenced in O.C.G.A. § 50-36-1, from the City of Dahlonega, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) _____ I am a United States citizen
(Must include copy of either current State Driver's License, Passport, or Military ID)
- 2) _____ I am a legal permanent resident of the United States**
(Must include a copy of your current State Driver's License and either a copy of your Permanent Resident Card or Employment Authorization Card)
- 3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. **
(Must include a copy of your current State Driver's License and either a copy of your Permanent Resident Card or Employment Authorization Card)

**My alien number issued by the Department of Homeland Security or other federal immigration agency is: _____

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e) (1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. 16-10-20 and face criminal penalties as allowed by such criminal statute.

Signature of Applicant

Date

Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE ME
ON THIS _____ DAY OF _____, 20____.

Notary Public