



License Number: _____

REQUEST FOR EXTENSION OF PREMISE FOR THE SALE OF LIQUOR AND/OR BEER

- Application must be submitted to the Clerk’s Office at least 30 days prior to the event
- The Common Council must approve the Extension of Premise
- Upon approval, the license must be brought to the Clerk’s Office to have the Extension added to the current premise description
- Any licensed establishment who wishes to extend premises onto adjacent private property shall provide written authorization from the neighboring property owner

APPLICANT INFORMATION

Applicant (Name of Corporation, LLC, Partnership, etc.): _____

Trade Name: _____ Phone Number: _____

Address of Establishment: _____

Agent or Owner of Establishment: _____

PREMISE DESCRIPTION

Is the premise extension temporary or permanent? : _____

Description of the New Extended Area:

If temporary, please answer the following questions:

Date of Event: _____ Time of Event: _____

Are you requesting a waiver of the noise ordinance after 10 p.m.? Yes No

** If yes, an additional Application for Waiver of Noise Ordinance must be completed**

Please attach a separate illustration or draw a diagram of the layout on the back of this application

SIGNATURE OF AGENT OR REPRESENTATIVE

Signature of Agent or Owner of Establishment

Date

Office Use Only

Date Received by Clerk’s Office: _____

Extension Approved

Common Council Approval Date: _____

Extension Denied