



**PRINCE GEORGE'S COUNTY
BOARD OF LICENSE COMMISSIONERS**
9200 Basil Court, Suite 420
Largo, Maryland 20774
301-583-9980
<http://bolc.mypgc.us>



**ENTERTAINMENT PERMIT RENEWAL APPLICATION
(MUST BE TYPED)**

Note: if a handwritten application is submitted, the BOLC reserves the right to reject the application (e.g., illegible)

To be scheduled for a hearing, this application must be completed and submitted with the following documents:

1. Evidence that the renewal application and the security plan has been submitted to the Prince George's County Police Department at:

Office of the Chief
Prince George's County Police
Department Attn: Sergeant Dillingham
PGPD_SP@co.pg.md.us

The Prince George's County Police Department has created a sample security plan format for you to use as a template for submission. Questions regarding the creation and submission of the security plan should be directed to the Prince George's County Police Department.

The Prince George's County Police Department will provide the Board with a letter stating that the security plan is adequate.

2. If the business is located within a municipality, a security plan must be submitted to the municipal Chief of Police.
3. A copy of the Use and Occupancy Permit that reflects entertainment is permitted, where applicable.

Upon receipt of the approval letter from the Police Department and the completed renewal application package, a certified check, cashier's check, or money order made payable to Prince George's County for the permit fee will be required in order to effectuate the permit.

- Special Entertainment Permit \$1,500
- Family Entertainment Permit \$250

Entertainment is broadly defined and can include, but is not limited to, any type of performance provided by the licensee or the licensee's agents on the licensed premises. Some examples of entertainment are music played by a disc jockey, musician, band, agent or employee of the licensee, choreography demonstrated by a dancer, jokes told by a comedian, songs performed by a vocalist or instrumentalist, karaoke machine with operator.



ENTERTAINMENT PERMIT RENEWAL APPLICATION
The Entertainment Permit Application must be renewed annually between
August 15th and September 15th.



TYPE OF PERMIT REQUESTED

☐ Special Entertainment Permit - \$1,500

☐ Family Entertainment Permit - \$250

BUSINESS NAME AND ADDRESS

Trade Name		License Number	
Name of Corporation/LLC		Phone Number	
Address, City, Zip			

ATTORNEY INFORMATION (IF APPLICABLE)

Name		Phone Number	
Address			

Is your establishment located in a municipality? Yes ☐ No ☐

If yes, list the municipality:

Has the security plan been submitted and approved by the municipal Chief of Police? ☐ Yes ☐ No ☐ N/A

Number of seats in the area where the entertainment will take place:

Average daily receipts from the sale of food are at least 60%: ☐ Yes ☐ No

(Will be required to provide proof if "yes" is selected)

The full menu is available at all times without price deviation: ☐ Yes ☐ No

ENTERTAINMENT

	Entertainment Hours	Describe the Entertainment
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

	Cover Charge	Patrons Carded	Patrons Searched or Patted Down
Monday	Amount:		
Tuesday	Amount:		
Wednesday	Amount:		
Thursday	Amount:		
Friday	Amount:		
Saturday	Amount:		
Sunday	Amount:		

If changes are made to any of the information provided, you must make notification to the Board and the Police Department in writing prior to implementation. Authorization is required to make changes to the hours, entertainment days, entertainment line-up, security personnel, traffic management, security cameras, interior and exterior lighting, renovations, and exterior usage.

I hereby certify that I am a licensee for the above-named licensed establishment. I have read and understand the rule regarding the Special or Family Entertainment Permit, and I will abide by all the rules and regulations regarding the sale and distribution of alcoholic beverages.

Signature of Licensee: _____ Date: _____

STATE OF MARYLAND, COUNTY OF _____ to wit:

I hereby certify that on this _____ day of _____ before me, the subscriber, a notary public of the State of Maryland, in and for _____, personally appeared _____ and made oath in due form of law that the matters and facts set forth in this document are true and correct.

WITNESS my hand and official seal.

My Commission Expires

Notary Public