



Outdoor Service Permanent Permission Application

Part 1 - Applicant/Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant/Licensee name(s):		
Address:		
City:	Zip Code:	
City/township/village:	County:	
Contact Name:	Phone:	Email:

Part 2 - Outdoor Service Area Information

1. Is the proposed outdoor service area in a different city, village, or township than listed above?	<input type="radio"/> Yes <input type="radio"/> No
If Yes , in what city, village or township will the proposed outdoor service area be located?	
2. Is the proposed outdoor service area and the present licensed premises interrupted by a dedicated street or road?	<input type="radio"/> Yes <input type="radio"/> No
3. If you have an existing outdoor service area, are you requesting an additional, separate outdoor service area?	<input type="radio"/> Yes <input type="radio"/> No
4. Are you requesting to enlarge or decrease the size of an existing outdoor service area?	<input type="radio"/> Yes <input type="radio"/> No
5. Is the proposed area around or near a body of water, a sporting venue, or activities (i.e. horseshoes, volleyball, softball, etc.)?	<input type="radio"/> Yes <input type="radio"/> No
6. Is the proposed outdoor service area a balcony or located on a rooftop?	<input type="radio"/> Yes <input type="radio"/> No
If you answered Yes to any of the questions above, please explain:	

Part 3 - Outdoor Service Area Measurements

1. What is the distance (in feet) between the proposed outdoor service area and the licensed premises? (Measurements must be exact)	
2. What are the dimensions of the proposed outdoor service area? (Measurements must be exact)	
Width: <input style="width: 100px;" type="text"/>	X Length: <input style="width: 100px;" type="text"/>
= Square Footage:	<input style="width: 100px;" type="text"/>

Part 4 - Diagram of Outdoor Service Area

Attach a scaled diagram showing the measurements of the area proposed for outdoor service. Clearly show the current licensed establishment, the area proposed for outdoor service licensing, and any intervening property. Measurements should not be estimated. Include ingress/egress of the area on the diagram as well as the type and height of barrier(s).

WARNING

Failure to provide accurate measurements of your area will delay your application. It is the applicant's responsibility to provide accurate dimensions of the outdoor service area to ensure timely processing of this request.

Part 5 - Control of the Outdoor Service Area

1. Describe the type and height of the barrier that will be used to clearly delineate the outdoor service area and how the outdoor service area will be well-defined and clearly marked (requirements by the local unit of government should be followed):

2. Is there any intervening property? Yes No

- Attach supporting documentation to show that the licensee owns or has control of the area proposed for outdoor service. (e.g. Lease Agreement, Warranty Deed, Municipal Permission)
- Outdoor service areas located on municipal property must be accompanied with a document from the municipality providing permission to utilize the municipally owned property.

Part 6 - Outdoor Service Use

1. Is the proposed outdoor service area to be a golf course? Yes No

If **Yes**, indicate the number of acres and number of holes:

Note: Roving golf carts are considered added bars and require an additional bar. Stationary golf carts may be added bars or service bars.

2. Will there be an added bar? *If you do not have an available Additional Bar permit, you must apply for one separately using the [New Additional Bar Permit Application \(LCC-115\)](#) and pay the appropriate permit fees. Only Class C and B-Hotel licenses are required to obtain Additional Bar permits in order to have additional bars on the premises.* Yes No

If **Yes**, indicate the number of bars and where they will be used:

3. Explain any uses for proposed outdoor service area other than food and beverage sales:

4. Explain how the proposed outdoor service area will be secured and monitored to prevent sales of alcohol to minors and visibly intoxicated persons **AND** how alcohol will be prevented from being removed from the proposed outdoor service area by customers:

Part 7 - Signature of Applicant/Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this permit by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Name of Applicant/Licensee & Title

Signature of Applicant/Licensee

Date

Please return this completed form along with corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries : Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Overnight packages: 2407 N. Grand River Ave., Lansing, MI 48906

Fax to: 517-763-0059 - Email to: mlccrecords@michigan.gov