

ENTERTAINMENT PERMIT

An entertainment permit must be issued by the City before any person can carry on, maintain or conduct any entertainment activity within the city boundaries. Entertainment activity includes, but is not limited to, dancing, live musical performances, musical entertainment provided by a disc jockey, karaoke, and any similar entertainment activity involving amplified reproduced music. The entertainment permit regulations are governed by the Brea City Code under § 5.228.210. Shall you have any questions regarding the contents of this application, please contact the Planning Division at 714-990-7674 or planner@cityofbrea.gov.

APPLICANT INFORMATION:

Applicant's Name:	Phone No.
Applicant Address (Street, City, State, Zip):	Email:
Business Name:	Phone No.
Business Address:	Business License No.

CONTACT PERSON: ☐ Check if same as Applicant

Contact Name:	
Email:	Phone No:

PROPOSED ENTERTAINMENT INFORMATION:

Date(s) of Entertainment:

Hours: Admission Fee:

Location of Entertainment within the business:

Number of Persons Engaged in Entertainment:

Detailed entertainment proposal (*Provide a separate PDF attachment*):

STAFF USE ONLY

Accela Record Number:

Entitlement File Number(s):

Project Manager:

SUBMITTAL INFO:

Date Time Received:

Received by:

Payment Received:

INDEMNIFICATION AGREEMENT

PLEASE READ, FILL IN, AND SIGN AT THE BOTTOM

I, the undersigned, certify that I am the applicant in the foregoing application, that I have read the foregoing application and know the content thereof, and state that the same is true and correct to the best of my knowledge and belief, and further certify that I shall comply with each and every condition of approval as stated herein.

Furthermore, _____, on behalf of _____ hereby agrees to defend, indemnify, and hold free and harmless the City of Brea, its elected officials, officers, employees, and agents, with respect to any and all liabilities, claims, suits, actions, losses, expenses or costs of any kind, whether actual, alleged or threatened, including the payment of actual attorney's fees, court costs, and any and all other costs of defense.

Applicant Signature

Date

SUBMITTAL CHECKLIST

If you obtained this application through our website, please contact a Planner at 714-990-7674 to confirm applicability of the submittal items. The items listed below are *considered minimum*. Additional information may be necessary for clarification during the review process.

Prior to submitting the entertainment permit application, please verify that you have the following submittal requirements. Once you have all items, please submit the application to the Planning Division by email at planner@cityofbrea.gov.

☐ **1. COMPLETED APPLICATION**

☐ **2. ENTERTAINMENT PROPOSAL**

☐ **3. FLOOR PLAN** – The floor plan shall clearly identify the location of the entertainment within the business.

☐ **4. FOOD VENDORS** – If an event with edible food is expected to serve over 2,000 individuals per day, the applicant shall provide an agreement with an edible food recovery organization and donate edible food per [SB 1383](#) and provide a record of donations at the end of the event. Additional information can be found on the City's website under [Recycle Brea \(Commercial\)](#).

☐ **5. PUBLIC NOTIFICATION PACKET** – Prior to notice of hearing, provide a 300-foot property owner public notification packet. Submitted materials should include:

- An area map identifying the Assessor's Parcel Numbers (APNs) of all properties within a 300-foot radius of the subject parcel(s),
- Two sets of gummed mailing labels addressed to the project applicant and property owner and to property owners within a 300-foot radius including name, address, zip code, and corresponding APNs, and
- Dated signature that the property owner information was prepared by either a mapping data service or a title company. The preparer shall certify that the information was obtained from the latest available tax rolls.

☐ **6. PAYMENT** – The application will **NOT** be considered until payment is received. Payment can be made by credit card* over the phone with a Planner at 714-990-7674 or a check can be delivered or mailed to the Planning Division at 1 Civic Center Circle, Brea CA, 92821, payable to the City of Brea.

*Please note that an additional credit card convenience fee applies.