

Application for Athens-Clarke County  
Temporary Alcohol Permit for Bona-Fide Non-Profit, Tax Exempt Civic Organization  
Instructions

Upon the filing of an application as required by the Director of Finance and payment of a fee of \$60.00 by a bona-fide non-profit, tax-exempt civic organization<sup>1</sup>, the Finance Department may issue a permit authorizing the organization to engage in any or all of the following activities:

- (i) conduct a wine-tasting event,
- (ii) sell alcoholic beverages for consumption only on the premises, or
- (iii) sell wine at retail for off-premises consumption for a period not to exceed three days, subject to provisions of this chapter regulating the time for selling such beverages.

**Steps to Apply for a Temporary License:**

1. Complete the attached Application for a Temporary Permit for the Organization (see page 2),
2. Include proof of non-profit, tax-exempt status, such as the determination from the Internal Revenue Service that the organization is exempt under Section 501(C) of the Internal Revenue Code,
3. Submit \$60.00 payment to Athens-Clarke County Finance Department,
4. Provide a copy of the driver's license, passport or other secure and verifiable identification document for the individual in charge of this event.
5. After obtaining a temporary permit from Athens-Clarke County, obtain a Temporary Permit from the State of Georgia. The requirements for a state permit are located at the Department of Revenue website at: <http://dor.georgia.gov/special-event>

Contact the Athens-Clarke County Finance Department for assistance (706) 613-3047

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<sup>1</sup> Ordinance Section Sec. 6-3-6 (c ) – Proof of such non-profit, tax-exempt status, such as a determination from the Internal Revenue Service that the organization is exempt under Section 501(c) of the Internal Revenue Code must be provided.

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Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

**Attach the Internal Revenue Service determination letter that this organization is exempt under Section 501(C) of the Internal Revenue Code.**

Name of Individual in charge of this event: \_\_\_\_\_

Individual's phone number and e-mail address: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_

Name of Event: \_\_\_\_\_

\_\_\_\_\_

Location/Address of Event: \_\_\_\_\_

\_\_\_\_\_

The Alcohol will be obtained from the following Distributor(s) or Wholesaler(s):

\_\_\_\_\_

Beer Only \_\_\_\_\_ Wine Only \_\_\_\_\_ Beer and Wine \_\_\_\_\_

\_\_\_\_\_

Applicant Signature

\_\_\_\_\_

Date

SWORN TO AND SUBSCRIBED BEFORE ME THIS

\_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC (SEAL)

My Commission Expires: \_\_\_\_\_

Return application with \$60.00 payment to:

Athens-Clarke County Finance Department  
Alcohol License Division  
375 Satula Ave  
Athens, GA 30601

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Ordinance Section 6-3-6

**(b) (2) Temporary alcoholic beverage permit for bona-fide non-profit, tax-exempt civic organization.** Upon the filing of an application as required by the Director of Finance and payment of a fee of \$60.00 by a bona-fide non-profit, tax-exempt civic organization, the Finance Department may issue a permit authorizing the organization to engage in any or all of the following activities: (i) conduct a wine-tasting event pursuant to subsection (c) of this section, (ii) sell alcoholic beverages for consumption only on the premises, or (iii) sell wine at retail for off-premises consumption for a period not to exceed three days, subject to provisions of this chapter regulating the time for selling such beverages.

- a. No more than two permits may be issued to an organization in any one calendar year pursuant to this paragraph.
- b. Permits issued pursuant to this paragraph shall be valid only for the place specified in the permit. No permit may be issued unless the sale of distilled spirits, wine, or malt beverages is lawful in the place for which the permit is issued. The zoning restrictions and distance restrictions contained in Section 6-3-5(c) shall apply.
- c. Proof of such non-profit, tax-exempt status, such as a determination from the Internal Revenue Service that the organization is exempt under Section 501-C of the Internal Revenue Code must be provided

**(c) Wine tastings.** Wine tastings are permitted as long as they comply with the following rules and regulations:

- (1) The applicant for a wine tasting must hold a valid current wine license in the state.
- (2) No wine tasting may be conducted on the premises of any place of business licensed to sell distilled spirits in the unbroken container at retail
- (3) No permit to conduct a wine tasting will be issued to conduct a wine tasting on the premises of a beer and wine store operating in connection with a licensed retail liquor store.
- (4) Wine tastings may only be conducted in connection with an instructional or educational promotion.
- (5) All wines used for tasting purposes must have been purchased from a licensed state wine wholesaler.
- (6) Wine tastings must comply with all laws and regulations otherwise pertaining to the sale and distribution.
- (7) All applicants and permit holders must comply with all state statutes and sections of this Code and other Athens-Clarke County ordinances concerning alcoholic beverages, including but not limited to those dealing with hours of operation, zoning, and distance requirements.