



City of McDonough ~ Occupational Tax Division  
136 Keys Ferry Street, 2<sup>nd</sup> Floor, McDonough, GA 30253  
Office: 678-782-6225 Office Hours: 9am -4pm

**Closed for Lunch 12pm-1pm**

Website: [www.mcdonoughga.org](http://www.mcdonoughga.org) Email: [taxclerk@mcdonoughga.org](mailto:taxclerk@mcdonoughga.org)

## ALCOHOL SPECIAL EVENT PERMIT

**Please print clearly for accuracy.**

Is this a Non-Profit Event: ☐ Yes ☐ No

Name of licensed Business or Organization: \_\_\_\_\_

Responsible Licensed Agent: \_\_\_\_\_

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

Description of the Event: \_\_\_\_\_

Event Address: \_\_\_\_\_

Event Date: \_\_\_\_\_ Event Start Time: \_\_\_\_\_ Event End Time (must be by 10:30pm)

This permit shall be available for review at all times during which the permit is in effect.

*Please note that you may only dispense, serve or sell alcoholic beverages that have been approved by the City of McDonough for your Alcoholic Beverage License / Special Event Permit.*

### **OFFICE USE ONLY:**

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Approved Event \_\_\_\_\_

Alcohol License Number: \_\_\_\_\_

Fee Paid: Money Order Check Cash Credit Card

Please circle Alcohol to be served: Beer Wine Distilled Spirits

Value: \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

**Permit Fee \$50.00 (NON-REFUNDABLE)**

**Excise Tax Fee \$ \_\_\_\_\_**

**Total Due \$ \_\_\_\_\_**