

## POOCH-A-MANIA

- Applicant: Dick Broadcasting on behalf of the City of Myrtle Beach Parks Division
- When: April 14, 2019
- Time: 12:00 p.m. - 6:00 p.m.
- Where: Grand Park @ Mkt. Common
- Expected Attendance: 2500
- Road Closures: None
- SE Committee Vote: Unanimous Approval

APPLICATION FOR SPECIAL EVENTS PERMIT  
Within the City of Myrtle Beach, SC  
(Please print legibly or type)  
(Must be submitted 90 days prior to the event)

1. Name of Activity/Event: Pooch-A-Mania

2. Type and Purpose of Event: Family friendly event for dogs to participate in dog-friendly activities

3. Location of Event: Grand Park

4. Organization: City of Myrtle Beach / Special Events Division

5. Applicant: Charles Steele, Dick Broadcasting on behalf of the City of Myrtle Beach Special Events Division

6. <u>Charles Steele</u> Primary contact person	<u>Chris Wiggins</u> Alternate contact person's name
<u>1016 Ocala St.</u> Myrtle Beach, SC 29577 Primary address	<u>974 Crabtree Lane</u> Myrtle Beach, SC 29577 Alternate address
<u>843-448-1041</u> Primary telephone/fax number	<u>843-918-2338</u> Alternate telephone/fax number
<u>csteele@dbcradio.com</u> Primary email address	<u>chriswiggins@cityofmyrtlebeach.com</u> Alternate email address

7. Date(s) of event: April 14, 2019 Hours of operation: 12:00 PM - 6:00 PM

8. Date of set-up: April 14, 2019 Take Down Completed By: April 15, 2019

9. Expected attendance: 2500

10. Charitable Benefactor (if applicable): \_\_\_\_\_  
Is group a non-profit organization:  Yes  No If yes, attach copy of 501 IRS letter.  
If no, what portion of proceeds will go to charitable organizations: \_\_\_\_\_

11. How will you publicize the event?  
Radio, social media, press releases, TV, newspapers

12. Are public funds being used?  Yes  No

13. Does the applicant intend to gate the event and charge an admission fee:  Yes  No  
If so, please detail the amount of the fee and describe as to how the event will be gated: Free event

14. Entertainment Description (show on site plan): dog obstacle course, dog act, live music

Speakers/microphone needed:  Yes  No Electrical hook-ups needed:  Yes  No

15. Is a fireworks display planned in conjunction with this event?  Yes  No  
Fireworks displays require a SC State Permit obtained by a SC Licensed Pyrotechnician.

The fee of approximately \$300 - \$600 is based upon when the permit is issued.  
(15 or more days prior to the event \$300; 14 days or less \$600).

16. To what extent has the applicant communicated with adjacent property owners, and what responses have been received? In the early stages, but initial response has been great

17. Signage: Will any signs, banners or pennants be posted or hung? Describe the proposed location(s) and include specific details on site plan. Banners at the event

18. Parking requirements:(show on site plan): No. of spaces available \_\_\_\_\_ No. of handicap \_\_\_\_\_  
If required, has permission been granted for use of Event location by entity other than the City of Myrtle Beach?  Yes  No If yes, please attached proof of authorization.

19. Alcohol:

Will alcoholic beverages be made available to the public?  Yes  No

If yes, provide the following information:

What type of alcohol will be made available?  Spirituous Liquor  Beer  Wine

List the exact locations and times for alcohol sales:

Location: Grand Park front lawn area Times: 12:00 PM - 5:00 PM

Have the City and State permits been applied for and/or obtained?  Yes  No

\*Permits approved for the events will be amended if ABC permits are not granted. Applicants are required to provide proof of issuance before the event.

Do the alcohol vendors presently hold a license for on premise consumption?  Yes  No

If so, Name \_\_\_\_\_ Address \_\_\_\_\_  
Telephone \_\_\_\_\_

If alcohol will be sold or given away, and the vendor is not a license holder for on-site consumption, list the person(s) who will apply for the alcoholic beverage license:

If so, Name Dick Broadcasting Address 1016 Ocala St. Myrtle Beach, SC 29577  
Telephone 850-890-1534

The applicant agrees that all alcohol sales at the event will cease no later than one hour before the scheduled end of each day of the festival.  Yes  No

20. Parades:

Is there a parade planned with this event?  Yes  No

If yes, please state the day, time, location, and anticipated number of participants, routes, times, staging area, disbanding area, review stand, and alternate dates: \_\_\_\_\_

(If the parade is planned for state or municipal roads, please provide written permission or approval from SCDOT and/or the City of Myrtle Beach.)

21. Vendors:

Will vendors be present at this event?  Yes  No

If yes, describe in detail on a separate sheet the number of vendors involved, specify the goods or services being vended and indicate whether the vendors are specifically contracted or regularly

licensed. Please indicate exact location of vendors on the site plan.

**22. FOOD SERVICE:**

Will food be prepared at this event?  Yes  No

If yes, describe in detail on a separate sheet how the food will be prepared, type and location of cooking appliances and type of fuel to be used for cooking.

Will food trucks be present at this event  Yes  No

If yes, Mobile Food Units must meet the requirements of the following safety codes: the International Fire Code (IFC); National Fire Protection Association's NFPA 58 (Liquefied Petroleum Gas Code), NFPA 70 (National Electric Code), and NFPA 96 (Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations); and the Code of Federal Regulations 49 CFR 180.205(d) (General requirements for requalification of specification cylinders) and 49 CFR 180.209 (Requirements for requalification of specification cylinders). The Fire Marshal's office will be responsible for inspections.

**23. Prior Events:**

Is this a first time event?  Yes  No

Has this event occurred five (5) or more times in the preceding years?  Yes  No

If so, please list the years: 2017

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**24. Emergency Medical Services:**

An approved EMS plan is required to receive a permit for the event. Please attach appropriate documentation (attach additional pages as necessary). (Call City of Myrtle Beach Fire Department at 918-1109 for questions.)

**25. Security Plan:**

(Call City of Myrtle Beach Police Department at 918-1366 for questions.) Has the Police Department approved a security plan?

Yes  No  Detail your security plans during event. (attach additional pages as necessary). (The plan shall specify

- a. The number of POST-certified off-duty law enforcement personnel and private security guards which the applicant plans to hire – where the number of off-duty law enforcement personnel shall be the same or more than the number of private security guards.
- b. The arrangements the applicant has made for hiring them.
- c. Details of the plan for payment.

If no, you must engage qualified security consultants to provide the Police Department with a security plan for approval. A security plan must be approved in order to receive a permit for this event.

If yes, please attach appropriate documentation.

**26. Cleanup of Event Area:**

Detail your plan to keep site and adjacent public and private property free of trash and debris generated by this activity:

Staff will be on hand to assist with clean up

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If using a private sanitation company, give name, contact person and telephone number: \_\_\_\_\_

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Will additional trash receptacles need to be placed in the event area?  Yes  No If Yes, please contact the City of Myrtle Beach Solid Waste Division (843-918-2160), and they will assist in determining the number of receptacles needed as well as the cost for providing the additional service. If this service is used, payment is due five (5) days before the event.

**27. Street Closings:**

(Please attach documents from SCDOT and/or City of Myrtle Beach authorizing this closure.)

Streets to be closed: \_\_\_\_\_

Day/Dates: \_\_\_\_\_

Closing Time: \_\_\_\_\_

Opening Time: \_\_\_\_\_

**28. Insurance:** (Certificate of Insurance to be sent to City of Myrtle Beach Risk Department; for questions call 918-1007.)

- 1) Coverage shall be written on an occurrence basis and provide Premises/Operations: Independent Contractors: Products/Completed Operations: Contractual and Broad Form Property Damage.
- 2) Minimum Limits of Liability will be \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- 3) The City of Myrtle Beach shall be named as "additional insured" and the policy endorsed to require that the City be provided thirty (30) days written notice of coverage modification or cancellation.
- 4) A certificate of insurance will be provided to the City ten (10) days prior to the beginning date of the event permitted herein.
- 5) Additional limits or coverages may be required by the Risk Manager to address specific special or unusual hazards.

**29. Special Requirements:**

Are there any special or unusual requirements that may be imposed or created by virtue of the proposed event activity?     Yes     No

If Yes, please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SITE**  
**PLAN**

(The site plan must accompany your Special Event application or the application will be considered incomplete and returned to the applicant.)

**Site Plan Size Requirement:**

The City may be able to provide a base map of the area upon request. Must be presented on 8 ½" x 11" letter size paper

**Site Plan must include the following:**

- 1) Location and number of all structures with respect to the existing buildings, property lines, roads and walkways, to include
  - Tents/detail description of size/state if tent is fully or partially enclosed/number of tents; Indicate activity in each tent.
  - Grandstands/size/capacity
  - Stage – include electrical hook-ups and engineer certification
  - All electrical hook-ups/generators
  - All speakers/hook-ups
  - Vendor booths, size and description of goods sold
  - Refreshment stands

- Restroom accommodations (include number of handicap accessible); please advise if you will require a source of potable water.
- Tables
- Trash and recycling receptacles
- Signs with size indicated (must identify all signs visible from public roadway)
- Parking areas/include handicap spaces available and number
- Vehicle/trailer locations
- Perimeter fencing, barricades, barriers, and all entry/exit points.

**Additional applications/licenses or permits required:**

- 1) Tent permit from City Construction Services Department (843-918-1111).
- 2) Business licenses from City Business Office for all vendors (843-918-1151). (The business license form is also available on the City website.
- 3) Liquor license and/or beer/wine license from the State of South Carolina.
- 4) Street closure permits from SCDOT and/or the City of Myrtle Beach.

**REVIEW YOUR APPLICATION PRIOR TO SUBMITTAL !!**

Please fill out the application completely. All applications are considered new and "same as last year" is not an appropriate answer. A complete application includes the required site plan of the correct size and security plans described herein.

By my signature below, I certify that I have actual authority to make this application, and to bind the organization, if any, sponsoring the event, and that I, or the organization, will be financially responsible for any costs or fees that may be imposed for the Event.

Date Submitted: 2 / 12 / 19 Signature of Applicant: 

## **Security Plan: Pooch A Mania April 14th, 2019**

### **Dick Broadcasting on behalf of the City of Myrtle Beach Parks Division**

Pooch A Mania 2019 will take place at Grand Park in Myrtle Beach off Farrow Parkway. This is a one-day event running April 14<sup>th</sup> from 11 a.m.-6 p.m. and feature a dog obstacle course, dog performers, food trucks, live bands, kid's activities, beer sales, and exhibitors/vendors. This event will be open to the public and no entry fee will be required. All vending will be on a cash basis.

DBC Radio is requesting two MBPD off-duty police officers for event-security during the operational hours of the festival.

Event set-up & load-in will be Sunday, April 14<sup>th</sup> at 7 a.m. Load-in information will be sent in advance to all participating vendors and volunteers. A vendor listing will be sent to city staff in advance of the event.

No road closures are requested for the event.

The applicant will provide alcoholic beverage servers who are trained and certified in the proper service of alcoholic beverages. The applicant will provide personnel to verify the age of all participants who wish to purchase alcoholic beverages. Each participant over the age of 21 will be provided with a wristband indicating their identification has been verified. The portion of the grounds for serving and consuming alcohol will be secured by temporary fencing.

DBC Radio will obtain the proper temporary beer/wine permits from SC Department of Revenue and will provide a list of names of staff and volunteers, and documentation of training for all staff and volunteers who will be involved with the service of alcoholic beverages.

No outside alcoholic beverages will be permitted inside the festival area. Beer will be sold and consumed in the event area only. No alcoholic beverages will be permitted outside this area. DBC Radio will post security and/or trained volunteers to ensure alcoholic beverages do not enter or leave the event area. DBC Radio will enforce these rules. If a guest refuses to obey these rules, then DBC Radio will issue a trespass warning and event-security will escort the guest off of the property.

Event participants may park in available public parking areas for regular and handicap parking. Trailers and over-sized vehicles may not be parked in public parking spaces or on any public property outside the festival grounds. The applicant will recommend adequate parking options for all vendors operating such vehicles. The parking must be provided on private property but only where such parking would be lawful.

DBC Radio will have cash management policies in place. Outside vendors will be responsible for their own cash management procedures.



# Pooch-A-MANIA

- Sponsor/Vendor
- Beer
- Food Truck
- Non-Profit
- Doggie Funzone
- Muttville Comics
- Stage
- Inflatables
- Bathrooms
- Water





STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**APPLICATION PACKET FOR SPECIAL EVENT  
BEER, WINE, AND ALCOHOLIC LIQUOR**

**ABL-900**  
(Rev. 11/16/17)  
4281

Mail to: SC Department of Revenue, Alcoholic Beverage Licensing, P.O. Box 125, Columbia, SC 29214-0907.

**Schedule of Fees**

Beer and wine only - \$10.00 per day  
Alcoholic liquors - \$35.00 per day  
Beer, wine and alcoholic liquors - \$45.00 per day

**This application MUST BE FILED  
at least Fifteen days prior to your  
special event.**

Fees must be submitted at the time application is made. If your event is to last past midnight, an additional day's fee is required. Please submit the correct fee at time of application. Fees are nonrefundable should your application not be approved or if you cancel or reschedule your event. If you are not sure of the correct fee to submit, you are advised to call our public assistance number (803) 898-5864 for information. If this application is denied or protested, it may take up to six months to obtain a hearing or decision.

**Location Approval**

Permits and licenses are issued for a specific location only. Once you have been approved for the location for which you have applied, you cannot transfer the license or permit to another location.

**A. Effect of permit or license:**

A special event beer and wine permit authorizes the sale of beer and wine at special events and allows the consumption of those beverages on the licensed premises. Permits cannot be issued for a period exceeding fifteen days. Permits are issued for fairs and special events. A special event alcoholic liquors license authorizes the sale of alcoholic liquors at bona fide nonprofit functions and are issued to nonprofit organizations only, i.e., educational foundations, bona fide nonprofit organizations (must have an eleemosynary charter from the SC Secretary of State) or a political party or affiliate certified by the Secretary of State. If you are not sure of the type of special event liquor license you may qualify for, you are advised to contact the South Carolina Department of Revenue at (803) 898-5864 for clarification before applying.

**B. Special Event License Qualifications:**

- Applicant must complete the ABL-900
- Fees:
  - Beer and Wine ONLY: \$10.00/day
  - Alcoholic Liquors ONLY: \$35.00/day
  - Beer, Wine, and Alcoholic Liquors: \$45.00 /day
- Events extending beyond midnight require an additional day's fee.
- Applicant must be 21 years of age.
- Applicant must be a resident of or registered to do business in South Carolina for thirty days prior to the date of application.
- Applicant must be of good moral character.
- All principals must attach a criminal records check (CRC), not more than 90 days old. (Code Section 61-4-550)
  - If the principal has lived in South Carolina for more than two (2) years, obtain the CRC from SLED at [www.sled.state.sc.us](http://www.sled.state.sc.us) or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in South Carolina less than two (2) years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - If principal is not a South Carolina resident, obtain a statewide CRC from current state of residency.
- The location, in the opinion of the SCDOR, must be suitable for sale and consumption of beer, wine and/or liquor.
- Must have South Carolina Retail Sales and/or Admission Tax License: or proof of tax exemption. Contact the License and Registration Section at (803) 896-1350.
- If an application for a permanent license/permit is pending for this location, a special event license cannot be issued to the same location.
- Form ABL-100 (included with the ABL-900) must be completed and returned with your application. Applications will not be processed without this form. If applying for alcoholic liquors the ABL-100 MUST be filed in the non-profit name per Code Section 61-6-2000(C).
- Location Approval: Special Event License is for a specific location only. Once you have been approved for the location for which you have applied, you cannot transfer the license to another location.

**LEGAL DISCLAIMER**

The information provided here is for general guidance only. It should not be considered as, or substituted for, legal advice. The department's staff is not permitted to give legal advice. Please read the laws, regulations, and applicable court decisions carefully before applying.

## **Special Event Guidelines**

### **SPECIAL EVENT:**

A Special Event License for beer, wine and liquor authorizes the sale of beer and wine and/or liquor at events allowing the consumption of those beverages on the licensed premises. Special Events cannot exceed fifteen (15) consecutive days per Code Section 61-4-550(A). Events extending beyond midnight require an additional day's fee.

There are currently two types of Special Events Licenses issued by the Department. A Special Event Permit for the sale of Beer and Wine (TBP) and a Special Event License for the sale of Liquor (TLP).

Effective November 19, 2017 a new Special Nonprofit License will be available. This license will allow the sale and consumption of beer, wine and/or liquor. The Department will issue guidelines for the Special Nonprofit License by the middle of October.

**PLEASE NOTE:** If the Special Event has outside vendors within the event, each location allowing the sale of alcohol is required to obtain a Special Event License. Liquor is required to be confined to the area from which it is sold. Typically, the area is defined by placing fencing, bike racks, etc. around each location.

Per Regulation 7-202.3: A. The premises of a nonprofit organization must be separate from the premises of any business operation, including business establishments licensed to sell alcoholic liquor by the drink. B. The premises of a nonprofit organization will be deemed separate if the organization has its own address and separate entrance, and is not connected with another business premises by common doorways or passageways, whether interior or exterior.

### **TYPES OF SPECIAL EVENTS**

#### **SPECIAL EVENTS WITH BEER AND WINE ONLY:**

**Festivals or Fairs:** These events are the largest events licensed by the Department. Examples of such events include the Beaufort Water Festival, Five Points Saint Patrick's Day Festival, Carolina Country Music Festival, etc. They are sponsored by an organization in a public area from one day to two weeks.

**Sporting Events:** Tennis and golf tournaments, bicycle races, marathons, half marathons and 5k's, and other track and field events. Examples of such events include the RBC Heritage in Hilton Head, Carolina Panthers Training Camp in Wofford, and other smaller events that offer beer/wine to participants or sell to the public.

**Community Events:** These are events put on by either a city, a business association, or chamber of commerce and include wine walks, concerts, or small events throughout the course of the year. Events such as Main Street's First Thursday on Main in Columbia, Five Points After Five are examples of these events.

**Weddings or Receptions:** Weddings with cash bars or receptions where beer and wine are present and available to people who have purchased a ticket in advance and the alcohol is included in the cost of the ticket, or sold directly to attendees. Business luncheons, speaking engagements, and charity dinners are examples of these types of events.

#### **SPECIAL EVENTS WITH LIQUOR (WITH OR WITHOUT BEER AND WINE):**

**Festivals or Fairs:** Events hosted by or in conjunction with a valid non-profit, registered with the South Carolina Secretary of State, will qualify for liquor as well as beer and wine.

**Fundraisers or Banquets:** Events sponsored by the non-profit are open to members and guests of members where tickets are sold to get in the event, and alcohol is included in the cost of the ticket or sold at a cash bar. These events are normally held by organizations like Ducks Unlimited, QDMA, American Heart Association, and other larger non-profit entities.

**Social Functions:** Class reunions, fraternal organization gatherings, and college fraternities/sororities who have events for members of the organization and sponsored by the organization itself.

**Store Grand Openings:** These are events of a commercial nature where alcohol is present and provided to attendees. The alcohol may or may not be for sale at the event, but since it is taking place at a location of a commercial nature, a permit is required.

#### **IN ORDER TO SELL ALCOHOLIC LIQUOR AT A SPECIAL EVENT, THE LICENSE MUST BE HELD BY A BONAFIDE NON-PROFIT ORGANIZATION.**

A Special Event Alcoholic Liquors License authorizes the sale of alcoholic liquors at bona fide nonprofit functions and are issued to nonprofit organizations only (i.e. educational foundations, bona fide nonprofit organizations must have an eleemosynary charter from the South Carolina Secretary of State, or a political party affiliate certified by the South Carolina Secretary of State). Functions selling liquor cannot be open to the general public.

Code Section 61-6-2000(A) In addition to the licenses authorized pursuant to the provisions of subarticle 1 of this article, the department also may issue a temporary license to a nonprofit organization, as defined in Section 61-6-20, which authorizes that nonprofit organization to purchase and to sell alcoholic liquors by the drink for a period not to exceed twenty-four hours at a single social occasion. The nonprofit organization may sell tickets for the social occasion to nonmembers. Notwithstanding another provision of this article, the issuance of this license authorizes the nonprofit organization to purchase alcoholic liquors from licensed retail dealers in the same manner that a person with a biennial license issued pursuant to subarticle 1 of this article purchases its alcoholic liquors. The Department shall charge a nonrefundable filing fee of thirty-five dollars for processing each event on the application. The temporary license application must include a statement by the applicant as to the nature and date of the special function at which the alcoholic liquors are to be sold. The Department in its discretion may specify the terms and conditions of the license, pursuant to existing statutes and regulations governing these applications.

#### **SPECIAL EVENTS WHERE A LICENSE AND/OR PERMIT IS NOT REQUIRED (UNLICENSED SOCIAL FUNCTIONS):**

A license and/or permit is not required if a nonprofit organization provides beer, wine and/or liquor at the function free of charge and free of any consideration whatsoever. To see if your event will meet these requirements please see the Unlicensed Social Functions section located on our ABL General Information page or click [here](#).

**IF YOU ARE NOT SURE OF THE TYPE OF SPECIAL EVENT LICENSE YOU MAY QUALIFY FOR, PLEASE CONTACT THE ABL SECTION AT 803-898-864 FOR CLARIFICATION PRIOR TO SUBMITTING AN APPLICATION. SCDOR LINES ARE OPEN MONDAY-FRIDAY FROM 8:30AM-4:45PM. OUR LINES WILL HAVE A DELAYED OPEN TIME ON WEDNESDAYS BEGINNING IN OCTOBER, OPENING AT 9:30AM.**

#### **SPECIAL EVENT LICENSE QUALIFICATIONS:**

- Applicant must complete the ABL-900
- Fees:
  - Beer and Wine ONLY: \$10.00/day
  - Alcoholic Liquors ONLY: \$35.00/day
  - Beer, Wine, and Alcoholic Liquors: \$45.00 /day
- Events extending beyond midnight require an additional day's fee.
- Applicant must be 21 years of age.
- Applicant must be a resident of South Carolina for thirty days prior to the date of application.
- Applicant must be of good moral character.
- All principals must attach a criminal records check (CRC), not more than 90 days old. (Code Section 61-4-550)
  - If the principal has lived in South Carolina for more than two (2) years, obtain the CRC from SLED at [www.sled.state.sc.us](http://www.sled.state.sc.us) or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in South Carolina less than two (2) years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - If principal is not a South Carolina resident, obtain a statewide CRC from current state of residency.
- The location, in the opinion of the SCDOR, must be suitable for sale and consumption of beer, wine and/or liquor.
- Must have South Carolina Retail Sales and/or Admission Tax License; or proof of tax exemption. Contact the License and Registration Section at 803-896-1350.
- If an application for a permanent license/permit is pending for this location, a special event license cannot be issued to the same location.
- Form ABL-100 (included with the ) must ABL-900 be completed and returned with your application. Applications will not be processed without this form. If applying for alcoholic liquors the ABL-100 MUST be filed in the non-profit name per Code Section 61-6-2000(C).
- Location Approval: Special Event License is for a specific location only. Once you have been approved for the location for which you have applied, you cannot transfer the license to another location.

## **FREQUENTLY ASKED QUESTIONS**

### **How long does it take to get a Special Event License?**

Special Event License applications must be submitted at least 15 days prior to the event. It is important to file an application well in advance of the event to allow enough time to resolve any issues that may arise. A license may be issued in one day, if all of the required information is included in the application.

### **How many days can I get a Special Event License?**

The Department sets no limit on how many licenses are issued in a calendar year; however, they cannot exceed 15 consecutive days per Code Section 61-4-550.

### **If I have a biennially beer, wine, and/or liquor license, can I get a one day Special Event License?**

No, you cannot obtain a special event license for your licensed location; however, if you are holding an event offsite and are on the retail tier, you may be able to obtain a special event permit or license, which may require a separate retail license. Refer to Regulation 7-202.1.

### **What are the hours of sale for a special event?**

Beer and wine can be sold twenty-four hours a day at special events. Alcoholic liquor can only be sold and consumed between the hours of 10:00 AM until 2:00 AM per Code Section 61-6-1610.

### **I am having an event with beer, wine, and liquor present, do I need a Special Event License?**

Whether or not you are required to obtain a license will depend on if consideration is being given for the alcohol. If consideration is being given, then you must obtain a special event permit. If you are not taking any consideration, you may qualify as an unlicensed social function. For more information on Unlicensed Social Functions please see the Unlicensed Social Functions section on our General Information page or click [here](#).

### **Who should apply for the Special Event License?**

The applicant for the Special Event License should be the entity or individual who is responsible for the event, or the entity or individual benefiting from the sale of alcohol.

### **Do I have to be a resident of South Carolina for 30 days prior to obtaining a Special Event License?**

Yes, all license holders must be a resident of South Carolina for 30 days prior to obtaining a license.

### **Can a manufacturer or wholesaler donate beer, wine, or liquor for my event?**

In the current fiscal year, a wholesaler may donate beer, wine, and alcoholic liquors to a nonprofit organization that has a license, including a temporary license, to serve the applicable beverage. This provision only applies if the event hosted by the nonprofit organization creates an economic impact on State revenues. Temporary Proviso 117.105. (GP: Donation of Alcoholic Liquors)

### **I am having multiple stations or tents set up to sell beer and wine during my event. Do I need one license per station or will one license cover the entire event?**

If you are having an event with multiple stations or tents set up to sell beer, wine and/or liquor and have outside vendors, then each station/tent needs its own license. Liquor is required to be confined to the area from which it is sold. Typically, the separate area is defined by placing fencing, bike racks, etc. around each location.

If there are no outside vendors, then you do not need a license for each individual station or tent.

### **Can I have liquor moving freely at my special event?**

If you have multiple stations set up with outside vendors for an event, you must keep the liquor within the confined area from which it is sold. However, if there are not be any outside vendors present, liquor is allowed to move freely throughout the event space.

Per Regulation 7-202.3: A. The premises of a nonprofit organization must be separate from the premises of any business operation, including business establishments licensed to sell alcoholic liquor by the drink.  
B. The premises of a nonprofit organization will be deemed separate if the organization has its own address and separate entrance, and is not connected with another business premises by common doorways or passageways, whether interior or exterior.

## COMMON SCENARIOS:

### **Scenario 1:**

An organization is putting on a festival with five beer, wine, and liquor stations and multiple outside vendors. Is a permit/license required for each individual beverage station? Are customers allowed to leave the stations with an open beer or wine?

Yes, a license for each individual station is required. Customers are free to move throughout the event perimeter, with beer and/or wine; however, liquor must be confined to a separate area from which it is sold. Typically, the separate area is defined by placing fencing, bike racks, etc. around each of the premises.

Per Regulation 7-202.4(B)(5): The premises for which a license is held must be a separate designated location of a business in accordance with Code Section 61 -2 -140(C). Two or more licenses of the same type must not be issued for the same premises, except as provided in Section 7 -202.2.D.

### **Scenario 2:**

An organization is having a private party in park. Tickets are sold to include alcoholic beverages for this event, and two beverage stations are setup, but no outside vendors are present. Do I need a license for each station?

No, only one license is required for the entire location.

### **Scenario 3:**

An organization is having a festival that is taking place in a park with two beer and wine stations and one liquor station. There is also one outside vendor selling concessions, but no alcoholic beverages. Do I need a license for each location?

Yes, a license is required for each individual location, since an outside vendor is present. The liquor is required to stay inside the confined area. Typically, the separate area is defined by placing fencing, bike racks, etc. around each of the licensed premises. Beer and wine can move freely within the event area.



STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
APPLICATION FOR SPECIAL EVENT BEER,  
WINE, AND/OR LIQUOR

ABL-900  
(Rev. 11/16/17)  
4281

This application MUST BE FILED at least Fifteen days prior to your special event.

Check which application type(s) is/are being applied for:

File Number \_\_\_\_\_

CHECK	TYPE(S) LICENSE APPLYING FOR	END DATE	FEE
<input checked="" type="checkbox"/>	Beer/Wine (TBP)	4/14	\$10
<input type="checkbox"/>	Alcoholic Liquors (TLP)		

Retail Sales License # \_\_\_\_\_

Retail Sales Tax Exemption # \_\_\_\_\_

TOTAL PAID \$ \_\_\_\_\_

Admission Tax License # \_\_\_\_\_

or Admission Tax Exemption Cert. (must attach copy of exemption certificate)

1. Applicant's Name Dick Broadcasting  
Individual, Corporate Charter Name, Partnership Name, or Name of Unincorporated Association

2. Trade Name (doing Business as) Dick Broadcasting

3. Type of Ownership ( ) Sole Proprietor ( ) Partnership ( ) LLC/LLP ( ) Unincorporated Association  
() Corporation Date Incorporated: 2001 State Incorporated: TN

4. If a Corporation or Association, are you Publicly Traded? ( ) Yes () No

5. Location address where event is to be held Grand Park 1011 Crabtree LN  
Physical Address (Must include Street Number)  
Myrtle Beach Horry SC 29577  
City County State Zip Code

6. Federal Identification Number \_\_\_\_\_

7. Business Phone Number 843-448-1041 Home Phone Number \_\_\_\_\_

8. Are all principals US Citizens? () Yes ( ) No  
Any principal that can check no must submit an ABL-920 along with a copy of appropriate immigration documents.

9. Email Address csteele@dhcradio.com

10. Mailing Address 1016 Oak Street  
Street  
Myrtle Beach Horry SC 29577  
City County State Zip Code

11. Is this location within SC municipal limits? () Yes ( ) No

If Yes, which city Myrtle Beach

12. Is the location presently licensed to sell beer, wine, or alcoholic liquor? ( ) Yes () No  
If "Yes," list the licensee's name and File# as it appears on their license or permit. MUST ATTACH COPY OF LEASE FOR THIS EVENT.

Licensee's Name Bryan Helman File # \_\_\_\_\_

13. Beginning date of event 4/14/19 Beginning Time 11:00  AM  PM  
Ending date of event 4/14/19 Ending Time 6:00  AM  PM

14. Type of event (dance, festival, fund raiser, etc.) Dog Festival

15. Complete this question only if you are applying for a special event alcoholic liquor license.  
Type of organization ( ) Nonprofit organization  
( ) Political party or affiliate certified by the Secretary of State

16. Has anyone to be employed by you at this event, with or without compensation, ever been convicted of a crime?  
( ) Yes (  ) No. Attach explanations of any convictions.

17. Have you attached your criminal records check on all principals obtained from SLED? ( ) Yes ( ) No

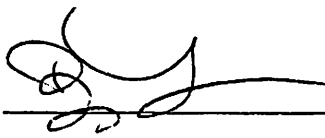
18. Are you selling tickets or charging admission to the event? ( ) Yes (  ) No

19. Name of Contact Person Charlie Steele  
Contact's Phone Number (Required) 502-734-0122

**UNDER PENALTY OF PERJURY, I DO HEREBY ATTEST/STATE THE FOLLOWING:**

CONSENT TO INSPECTION: That I consent to the inspection of the premises covered by the license and/or permit by any agent of the South Carolina Department of Revenue or any law enforcement officer.

AFFIRMATION STATEMENT: That by my signature below, the answers given to the questions in this application are true, to the best of my knowledge and that I have not falsified any information given in this application.

Date 2/8/19 Applicant's Signature 





STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
APPLICANT AND PRINCIPAL CONSENT AND WAIVER

ABL-946  
(Rev. 1/28/14)  
4407

SC Code Ann. Section 61-2-160 prohibits the issuance of any permit or license under Title 61 unless the South Carolina Department of Revenue determines that the applicant does not owe the State of South Carolina any delinquent taxes, penalties, or interest. If an application is made for a license or permit by a person other than an individual, all principals of such applicant are deemed to be the applicant. S.C. Code Ann. Section 61-2-100(C).

For purposes of processing this application or any renewals of permits or licenses issued under Title 61, the undersigned applicant or principal authorizes the Department of Revenue to release to any party, person or entity, information concerning the applicant's or principal's South Carolina taxes. The information that may be released includes, but is not limited to, information relating to delinquent taxes, penalties and interest, outstanding liabilities, or information concerning failure to file returns. For purposes of processing this application and any renewals, the applicant or principal waives the provisions of Sections 12-54-240 and 30-2-10, et seq.

Further, the applicant or principal authorizes S.C. Law Enforcement Division (SLED) to check, examine and release to the Department of Revenue the criminal history record of the applicant or principal and further authorizes the Department of Revenue to share that information with other principals or applicants for purposes of processing the application or any renewal.

This Consent and Waiver shall be effective as of the date set forth below and shall remain in effect until revoked in writing by the applicant or a principal signing this Consent and Waiver or until the applicable permit or license is terminated or revoked. Notwithstanding any other provisions, the Department of Revenue can require a new Consent and Waiver any time it deems necessary.

#### SOCIAL SECURITY DISCLOSURE

In compliance with the Federal Privacy Act of 1974, the disclosure of an individual's social security number on this form is mandatory. SC regulation 117-201 provides that any person required to make a return, statement or document to the Department must include identifying numbers on such return, statement or document if the Department requests such information. Social security numbers are primarily used for the purposes of identifying taxpayers and monitoring tax compliance and/or fraud.

1 - 12 is a list of principal types. Each principal type must complete and sign a box below.

#### Principal Types:

1. The owner (if sole proprietorship);
2. All officers of the business or entity which owns the business;
3. All partners (limited partners that cannot exercise management control need not sign);
4. All persons who own twenty-five percent (25%) or more of the value of the business entity;
5. All persons who own twenty-five percent (25%) or more of the combined voting power of the business or entity;
6. A manager of a limited liability company which is managed by managers;
7. A member of the limited liability company which is not managed by managers;
8. Any fiduciary who manages, controls title, or is otherwise in control of the business;
9. All employees who will have day-to-day operational management responsibility for the business or entity; and,
10. If a publicly traded corporation, the designated license holder (designated agent) (must be over 21 and a resident of S.C.).
11. All other principals must be listed also. If not a publicly traded corporation, list all stockholders.
12. If a nonprofit organization, list all officers and directors of the organization.

\* CONTINUED ON THE NEXT PAGE. ALL PAGES MUST BE INCLUDED TO BE VALID.\*

\*\*ALL PRINCIPALS MUST SIGN IN THE PRESENCE OF A NOTARY\*\*

\*\*\*IF A REQUIRED PRINCIPAL DOES NOT SIGN, THIS APPLICATION WILL BE DENIED\*\*\*

Additional Space on Back.

Dick Broadcasting 62-0590981

File Number: \_\_\_\_\_

Name of Sole Proprietorship, Corporation, Partnership, LLC, etc. FEI/SSN

Name Bryan Heilmann

Home Address 908 Wrigley Dr.

City Myrtle Beach State SC Zip 29588

Yr/Mo/Date of SC Residency 3/17/18 Date of Birth 9/23/70

Social Security No. 407-23-0641 Federal Employer Identification No. \_\_\_\_\_

Principal/Type: (use above #1-12) \_\_\_\_\_ Percent of ownership 0%

Have you as an individual, or as an organization in which you were a principal, had revoked or suspended in this state or any other state any license to sell beer, wine, or alcoholic liquors? Yes No [checked] If yes, attach explanation.

Have you been convicted of a crime in South Carolina or any other state? Yes No [checked] If yes, attach explanation.

SWORN to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, year of \_\_\_\_\_ Notary Public for \_\_\_\_\_ My Commission Expires: \_\_\_\_\_ Notary (L.S.) \_\_\_\_\_ Notary (printed name) \_\_\_\_\_

This Consent and Waiver shall be effective as of the date set forth on the attached pages until revoked in writing by the ABL-946R completed by the applicant or a principal signing this Consent and Waiver, or until the applicable permit or license is terminated or revoked.

[Handwritten Signature]

Taxpayer's Signature

Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Yr/Mo/Date of SC Residency \_\_\_\_\_ Date of Birth \_\_\_\_\_

Social Security No. \_\_\_\_\_ Federal Employer Identification No. \_\_\_\_\_

Principal/Type: (use above #1-12) \_\_\_\_\_ Percent of ownership \_\_\_\_\_

Have you as an individual, or as an organization in which you were a principal, had revoked or suspended in this state or any other state any license to sell beer, wine, or alcoholic liquors? Yes No [checked] If yes, attach explanation.

Have you been convicted of a crime in South Carolina or any other state? Yes No [checked] If yes, attach explanation.

SWORN to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, year of \_\_\_\_\_ Notary Public for \_\_\_\_\_ My Commission Expires: \_\_\_\_\_ Notary (L.S.) \_\_\_\_\_ Notary (printed name) \_\_\_\_\_

This Consent and Waiver shall be effective as of the date set forth on the attached pages until revoked in writing by the ABL-946R completed by the applicant or a principal signing this Consent and Waiver, or until the applicable permit or license is terminated or revoked.

[Handwritten Signature]

Taxpayer's Signature



STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**LAW ENFORCEMENT NOTIFICATION  
SPECIAL EVENT APPLICATION**

**This Part to be Completed by the Applicant**

Take this form to the Chief of Police (if your special event is to be located within the city limits of a city or town that has a police department). Otherwise, take this form to the Sheriff of the county where your special event is to be held. This form must be signed by the appropriate law enforcement official and submitted with your application.

Dick Broadcasting  
Print Name of Applicant

Grand Park  
Physical Street Address of special event

Myrtle Beach      29577  
City/Town                      ZIP Code

4/14/19  
Dates of special event

11:00am                      6:00pm  
Begin Time                      End Time

**This Part to be Completed by your Sheriff or Chief of Police**

I have been informed by the above referenced person about his or her application for a special event license to sell beer, wine, or alcoholic liquor at the address shown above. I understand that

- I do not object to the issuance of this special event license
- I wish to object to the issuance of this application

\_\_\_\_\_  
Signature of authorized law enforcement official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name and title of authorized official

\_\_\_\_\_  
Department and Official's phone number

If this form is not completely filled out, your application will be returned to you.

**PLEASE NOTE: THE ENTIRE APPLICATION MUST BE PRESENTED TO LAW ENFORCEMENT OFFICIALS AT THE TIME THE ABL-100 IS SUBMITTED. Any alteration of this form will render this form VOID.**

**\*\*Multiple locations require a map of all locations and an ABL-100 must be completed for each location.\*\***