



# SAN DIEGO COUNTY SHERIFF'S DEPARTMENT

## LICENSING DIVISION

9621 Ridgehaven Court, PO Box 939062  
San Diego, CA 92193-9062



### APPLICATION FOR ENTERTAINMENT ESTABLISHMENT LICENSE

FEES: ☐ Class I \$348 annual      Fees are non-refundable      FILE# \_\_\_\_\_  
☐ Class II \$348 annual  
☐ Manager \$124 annual

1. Correct fees
2. Copy of photo ID (i.e.: California Driver License)
3. Background application for applicant, officers and/or partners
4. Release & Waiver form
5. Documentation (Property Tax Statement) that applicant is the owner of the premises or a written agreement, signed by the owner, permitting such use of the premises
6. ABC permit, if serving alcohol
7. Health permit, if serving food
8. Legal description of property where activity will occur
9. Parcel number of property where activity will occur \_\_\_\_\_
10. Fire clearance by the local Fire Department
11. Zoning status \_\_\_\_\_
12. Map or plot plan of property showing location of all streets, alleys, lots, parcels of land, buildings or residences within 700 feet of the exterior boundaries of the property, and vehicle parking areas
13. Current Statement of Domestic Stock, if Corporation
14. Fictitious Business Name (FBN) registration
15. Operational Plans (sample enclosed)
16. Manager application, if required (form attached)
17. FOR OUTDOOR EVENTS – Copy of insurance policy naming San Diego Sheriff's Department as Certificate Holder
18. FOR OUTDOOR EVENTS – List of musicians, bands, copy of promotional flyers and ticket
19. Other \_\_\_\_\_

#### PART ONE –ENTERTAINMENT ESTABLISHMENT (print legibly or type)

Name of business (DBA) \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Business Address \_\_\_\_\_

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

Check applicable business description: ☐ Individual/Sole Proprietor    ☐ Partnership    ☐ LLC  
☐ Corporation (Corp name) \_\_\_\_\_

List names of other Officers or Partners:

*Each additional person listed must complete a Miscellaneous Information Form which must be submitted with this application*

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

Email address \_\_\_\_\_

Owner of premises \_\_\_\_\_

Phone \_\_\_\_\_

Person responsible for management of establishment (if other than the owner of the business, a Manager's Registration is required)

\_\_\_\_\_



ENTERTAINMENT LICENSE APPLICATION - continued

Type of Entertainment to be conducted: ☐ Live band ☐ Mechanical ☐ Karaoke

Will alcoholic beverages be served? ☐ YES ☐ NO

Will Dance be permitted? ☐ YES ☐ NO

Age group of participants \_\_\_\_\_

Days entertainment will be conducted: MON TUES WED THURS FRI SAT SUN

Hours entertainment will be conducted: FROM \_\_\_\_\_ AM/PM TO \_\_\_\_\_ AM/PM

**PART TWO – OUTDOOR ENTERTAINMENT (Temporary Event)**

Event Name \_\_\_\_\_ Number of days \_\_\_\_\_

Event Location \_\_\_\_\_

Type of Entertainment to be conducted: ☐ Live band ☐ Mechanical ☐ Karaoke ☐ Other \_\_\_\_\_

Will alcoholic beverages be served? ☐ YES ☐ NO

Will pre-packaged or other food be served? ☐ YES ☐ NO

Will there be any merchandise concession areas? ☐ YES ☐ NO

Age group of participants \_\_\_\_\_

Estimated Attendance Per day \_\_\_\_\_ Total \_\_\_\_\_ Number of staff/volunteers \_\_\_\_\_

Event date(s)/time(s) Date \_\_\_\_\_ Time \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

**List all sponsoring organizations and promoters involved in the event (attach a separate sheet, if necessary)**

Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Business Address \_\_\_\_\_

Contact person(s) \_\_\_\_\_ Phone \_\_\_\_\_

**Property information**

Parcel # \_\_\_\_\_ Owner's name \_\_\_\_\_

Zoning \_\_\_\_\_ Owner's address \_\_\_\_\_

**Security information – explain method of security/crowd control** \_\_\_\_\_

**Contact name and phone number** \_\_\_\_\_

-please continue to page 3-



## ENTERTAINMENT LICENSE APPLICATION - continued

Establishment/Event name \_\_\_\_\_

I hereby certify under penalty of perjury that the statements made in this application are true and correct to the best of my knowledge and belief. I understand that any false statements or information are grounds for denial of this application. I agree to have all the required notices, unless otherwise specified, sent by U.S. mail to the address given on the application. The right of reasonable inspection shall be a condition for issuance of this license.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Accepted by (staff) \_\_\_\_\_ Date \_\_\_\_\_

### SHERIFF'S DEPT USE ONLY

- ☐ PDS (Zoning) \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_ By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ PDS (Noise) \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_ By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ DPW (Transportation) \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_  
By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ DEH (Food & Housing Division-Health Permits) \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_  
By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ Human Resources (Risk Mgmt) \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_  
By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ DPLU (Code Enforcement) \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_  
By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ Fire Dept/Fire Marshal \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_  
By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ Parks & Recreation \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_ By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ Sheriff Station \_\_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_  
By \_\_\_\_\_  
Comments \_\_\_\_\_
- ☐ Sheriff Licensing \_\_\_\_ Approved \_\_\_\_ Disapproved Date \_\_\_\_\_ By \_\_\_\_\_  
Comments \_\_\_\_\_