

Liquor License Application

Date: [Insert Date]

[Your Name]

[Your Position]

[Event Venue Name]

[Street Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To Whom It May Concern,

I am writing to formally apply for a liquor license for our event venue, [Event Venue Name], located at [Street Address, City, State, Zip Code]. Our venue is dedicated to providing a safe and enjoyable atmosphere for our guests, and we wish to extend our services to include the sale and consumption of alcoholic beverages.

The details of our event venue are as follows:

- Venue Capacity: [Insert Capacity]
- Type of Events: [Insert Type of Events]
- Operating Hours: [Insert Operating Hours]

We understand and agree to comply with all local laws and regulations regarding the sale and consumption of alcohol. We will also ensure that all staff members are trained in responsible service practices.

Please find attached the necessary documents in support of our application, including:

- Proof of Ownership or Lease Agreement
- Floor Plan of the Venue
- Insurance Certificate
- Staff Training Certificates

We appreciate your consideration of our application and look forward to the opportunity to serve our patrons with a complete experience at [Event Venue Name]. If you require any additional information, please do not hesitate to contact me at the phone number or email listed above.

Thank you for your time and attention.

Sincerely,

[Your Name]

[Your Position]

[Event Venue Name]