



Out of State Manufacturing Event Permit Application

Neighborhood Services Department
Regulated Industries Division
635 Woodland, Suite 2101
Kansas City, Missouri 64106 (816) 513-4561

Name of event (i.e., Jones wedding reception) _____

Licensee's name _____ Applicant's name _____
Managing officer, sole owner, partner or corporate officer ONLY

Applicant's e-mail address _____ Applicant's fax number _____

Complete the following based on where the event will be held

Date(s) of event _____ Time(s) of event _____

Location _____
Street address Zip code

Names and phone numbers of two people who will be onsite managing this event
_____/_____

Property owner _____ Owner's day phone _____

Will this event be held within 100 feet of a church or school? [] yes [] no

This event will be a [] public event [] private event (invitation only) **Number of attendees expected each day** _____

Location of event [] indoors [] outdoors [] public park [] other _____

THE FOLLOWING ITEMS MUST BE SUBMITTED TO RECEIVE A PERMIT

- [] **\$37.50 permit fee** – fee is per calendar day and the permit is good for up to 72 consecutive hours
- [] **State License** – Copy of Out of State Manufacturers Event Permit

I agree to permit entry to any officer or investigator who may have legal authority for the purpose of inspection or search. I further agree to comply with the ordinances of the City of Kansas City, Mo., and the laws of the State of Missouri.

I, _____, do swear that the information given in this application is true and correct to the best of my knowledge and belief.

Signature of Managing officer, sole owner, partner or corporate officer Date

----- FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE -----

Application: [] approved [] disapproved _____ Date _____
Regulated Industries Division Manager/Designee signature

Permit: [] issued [] not issued _____ Date _____
Regulated Industries Division Manager/Designee signature

State reason if permit not issued: _____

Requirements & policies governing catered events

- 1. State License** – You must make application for and receive an Out of State Manufacturers Event Permit from the State of Missouri Division of Alcohol & Tobacco Control prior to the issuance of the catering permit from Regulated Industries Division. **State of Missouri Division of Alcohol & Tobacco Control: 573-751-2333 or 573-751-2964**
- 2. Section 10-126** – As authorized by RSMo 311.915 a special permit may be issued to an out of state manufacturer of intoxicating liquor who is not licensed in the state of Missouri for participation in festivals, bazaars or similar events. The amount of intoxicating liquor allowed to be shipped into the state under this permit shall not exceed two hundred gallons. A permit issued under this section shall be valid for no more than seventy-two hours. An applicant shall complete a form provided by the director and pay the required fee before a special permit shall be issued.