



Phone: 701-355-1300 • Fax: 701-221-6470 • TDD 711
221 North 5th Street • Bismarck, ND 58501

APPLICATION FOR SPECIAL PERMIT
TO SELL ALCOHOLIC BEVERAGES
AT A SPECIAL EVENT
DESIGNATED PREMISES

LAST REVISED: 6/25/2021

Applicant (Please Print):	Title:		Phone Number:
Name of Licensee:	Name of Business (DBA):		
State of ND Alcohol Beverage License Number(s):	City of Bismarck Alcohol Beverage License Number(s):		
Mailing Address:	City:	State:	Zip:
Email Address:			
Fully Describe Event:			
Name of Building Where Event Will Be Held:	Address of Premises Where Event is Being Held:		
Date(s) of Special Event:	Start Time:	End Time:	
Does the building meet all state and local sanitation and safety requirements? Yes No			
The permit fee is \$25.00 for each permit. One permit may be used up to 14 days for a reoccurring event at one location within the identified premises. Multiple events with varying locations at the same facility each require an individual permit.			
Description of Premises: Draw a clear and understandable floor plan of the premises. Show all exits, bars, dining areas (if any), beverage coolers and beverage storage areas. Indicate which are solid walls, half walls, dividers and movable partitions. If any area is enclosed by fences or the like, explain type and height. North			
NOTICE: If you are planning to construct a tent for the special event - you will need a permit from CITY BUILDING INSPECTIONS - (701)355-1465			
Signature:	Date:		

Credit Card Authorization:			
Card Holder Name:	Visa:	Master Card:	Discover:
Account Number:	Exp Date:	3 Digit Security Number:	Billing Zip Code:
Amount Authorized:		Phone Number:	
Signature:		Date:	
Mail to: City of Bismarck Administration Department 221 N 5th St Bismarck, ND 58501		Email to: Whitnie Olsen - wolsen@bismarcknd.gov	
Note: Payment information is used for a one time payment only. After payment has been completed the information provided will not be kept on file and will be disposed of.			

Liquor License:	
New Application	200.00
Late Submissions	50.00
Class A - Nationally Organized Fraternal Order or Club	3,700.00
Class A-2 - Nationally Organized Fraternal Order or Club	425.00
Class B - Operator of the Beverage Concession at the Airport Terminal Building	650.00
Class C - Hotel or Motel Full Service	3,800.00
Class C-2 - Hotel or Motel	1,000.00
Class D - Sale at Retail of Alcoholic Beverages	4,100.00
Class E - Sale at Retail of Beer Only	800.00
Class F-1 - Restaurant - Alcoholic Beverages - 55/45 Food Split	3,600.00
Class F-2 - Restaurant - Beer and Wine Only - 55/45 Food Split	1,500.00
Class F-3 - Restaurant - Beer Only - 55/45 Food Split	900.00
Class G - Concession at the Bismarck Municipal Country Club	725.00
Class H - Commercial passenger vessels on the Missouri River	725.00
Class I-1 - Restaurant - Alcoholic Beverages - 70/30 Food Split	3,450.00
Class I-2 - Restaurant - Beer and Wine Only - 70/30 Food Split	1,450.00
Class I-3 - Restaurant - Beer Only - 70/30 Food Split	800.00
Class J - Non-profit Organization Operating a Club or Establishment - National Guard	100.00
Class K - Sale of Beer and Wine at the Bismarck Event Center	650.00
Class L - Sale of Beer and Wine at Bismarck Parks and Recreation Locations	350.00
Class M - Catered Retail Beer, Wine, & Liquor	650.00
Class N - Domestic Winery	800.00
Class O - Microbrewery	800.00
Class P - Event Site	650.00
Class Q - Restaurant On-Sale and Off-Sale Wine	3,800.00
Class R - Commercial Airline	75.00
Class S - Beer Arcade	850.00
Class T - Senior Living Community	350.00
Class U - Domestic Distillery	800.00
Special Events:	
Special Event - 14 days reoccurring event at one location	25.00
Late Fee for Special Event Permit	25.00
Gaming:	
Site Authorization	100.00
Raffle Ticket Permit	25.00
Pawnbroker:	
Junk Dealer:	
Second Hand Dealer:	
Door-to-Door Sales:	
Application Fee	200.00
Salesperson	40.00
Taxi company license:	
Application	100.00
New & Renewal Vehicles	25.00