

Application for a Special Beer Permit

1. A Special Beer Permit is a beer permit for a special event allowing serving, selling, or dispensing of beer at a specific location for a period not exceeds 30 days.
2. To obtain a special beer permit, the following documents must be submitted to the Permits Office 3 days prior to the Alcohol Commission Meeting.
 - a. A completed application signed and notarized.
 - b. An application fee of \$100.00.
 - c. Background check – The Permits Office will accept background check reports from any agency that provides background checks in compliance with the Fair Credit Reporting Act including but not limited to TBI.
 - d. Letter of permission from the owner of the property where the event will be held granting permission to the applicant to sell or serve alcoholic beverages on its premises.
 - e. Valid State or Government issued identification.
3. Special Beer Permit holders shall be responsible for complying with Memphis Alcohol Commission Rules and Regulations and all relevant local, state and/or federal laws.
4. Anyone selling or serving beer must have either a Beer Vendor Card issued by the Permits Office and/or Tennessee Alcoholic Beverage Server Card issued by the State of Tennessee. The cost reimbursement or the Beer Vendor Card is \$21.00 and it is valid for 5 years.

If you have any question regarding the application process please call our office at (901) 636-6711 (Monday – Friday 8:30 am – 5:00 pm) or via email at permits@memphistn.gov.

Office hours are Monday – Friday 8:30 am – 4:00 p.m.
2714 Union Avenue Extended Suite 100, Memphis, TN 38112