



Kansas Department of Revenue
Alcoholic Beverage Control Division
915 S.W. Harrison Street, Room 214
Topeka, KS 66625-3512
Phone: 785-296-7015 Fax: 866-855-5025

State Fair Temporary Permit Application and Agreement Instructions

This permit allows the sale and consumption of beer and/or wine during the entire Kansas State Fair in Hutchinson by a person who has entered into an agreement with the State Fair Board for that purpose. **This permit is limited to one (1) permit for each annual Kansas State Fair.**

The non-refundable fee for the temporary permit is \$25 per day. **This permit application must be received by the ABC at least 14 days prior to the State Fair.** Permits not received at least 14 days prior to the event will be returned.

What are my responsibilities if I am issued a Temporary Permit?

The permit holder is responsible for compliance with all state liquor laws, specifically K.A.R. Article 23, and all applicable city, county, state and federal laws. The applicant or designated person must be present at the event at all times. The permit must be displayed at the event at all times.

Where may I purchase wine and beer to be sold at the State Fair?

You may only purchase wine and/or beer from a licensed Kansas Retailer who also possesses a Federal Wholesale Liquor Dealer permit or from a Kansas Farm Winery.

Liquor Drink Tax:

State Fair Temporary permit holders are required to collect and pay Liquor Drink Tax for their on-premise sales. The liquor drink tax return is due by the 25th day of the month following your event.

Liquor Enforcement Tax:

State Fair Temporary permit holders are required to collect and pay Liquor Enforcement Tax for their off-premise sales. The liquor enforcement tax return is due by the 25th day of the month following your event.

Application Instructions:

1. Section 1. Complete the applicant information.
2. Section 2. Complete the event information.
3. Section 3. Complete the Background qualification questions.
4. Section 4. Draw a diagram of your proposed On-Premise or Special Event area.
5. Read the application agreement.
6. Sign the form and print your name. Enter the date and your title.
7. Return the completed form to the ABC Licensing Unit at the address on the form with the correct payment and a copy of your agreement with the State Fair Board. Make your check or money order payable to the "Kansas Dept of Revenue".

To obtain additional information on Temporary Permits, visit our website at: <http://www.ksrevenue.org/abctemppermit.htm>
You may direct your questions to the Licensing Unit at 785-296-7015 or e-mail to ABC_Licensing_Unit@kdor.state.ks.us.

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Detach and Return with Payment

KANSAS ALCOHOLIC BEVERAGE CONTROL DIVISION

State Fair Temporary Permit Fee Voucher

Applicant or Organization Name: _____

Check, Cashier's check or U.S. Postal Money Order enclosed (CLPR)

I have attached a copy of the agreement with the State Fair Board authorizing the sale and serving by the drink of wine and/or beer.

Number of days wine and/or beer will be sold or consumed: _____ X \$25 per day = \$ _____ **Total Due**



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STATE FAIR TEMPORARY PERMIT APPLICATION AND AGREEMENT

| SECTION 1 – APPLICANT INFORMATION: | | | |
|--|---------------|------------------------|----------|
| Entity Type: <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> Organization <input type="checkbox"/> Partnership <input type="checkbox"/> Other: _____ | | | |
| Applicant or Organization Name | | | |
| Contact Person | Phone | Fax | |
| Mailing Address | City | County | Zip Code |
| DESIGNATED PERSON | | | |
| Designated Person Name | Date of Birth | Social Security Number | |
| Phone | Email Address | | |

| SECTION 2 – EVENT INFORMATION: (Permit is valid for the entire fair). | | | | |
|---|-------------------|--|--------------|--|
| Number of days wine or beer will be sold or consumed: | | | | |
| Purpose for which the proceeds from this event will be used: | | | | |
| <input type="checkbox"/> I have attached a copy of the agreement with the State Fair Board authorizing the sale and serving by the drink of wine and/or beer. | | | | |
| Event Location Address | City | County | Zip Code | |
| 404 Grandstand Ave | Hutchinson | Reno | 67501 | |
| Date of Event | From Time | <input type="checkbox"/> AM <input type="checkbox"/> PM | To Time | <input type="checkbox"/> AM <input type="checkbox"/> PM |
| Date of Event | From Time | <input type="checkbox"/> AM <input type="checkbox"/> PM | To Time | <input type="checkbox"/> AM <input type="checkbox"/> PM |
| Date of Event | From Time | <input type="checkbox"/> AM <input type="checkbox"/> PM | To Time | <input type="checkbox"/> AM <input type="checkbox"/> PM |
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| Date of Event | From Time | <input type="checkbox"/> AM <input type="checkbox"/> PM | To Time | <input type="checkbox"/> AM <input type="checkbox"/> PM |

| SECTION 3 –QUALIFICATIONS: | |
|---|--|
| If the answer to any question is yes, provide explanation on separate page and attach to your application. | |
| 1. Have you individually or the organization/corporation met all the requirements for receiving a temporary permit as outlined in K.A.R. 14-23-3? | <input type="checkbox"/> Yes <input type="checkbox"/> No |



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Applicant or Organization Name _____ Event Date(s) _____

SECTION 4 – DIAGRAM:

Draw in the space below, in ink, a complete sketch of the premises which you are seeking approval. The diagram must include all entrance and exit doors and areas where beer and/or wine will be poured, served and sold. **Architectural drawings are not accepted.**

The above named applicant or organization, does hereby make application for a State Fair Temporary Permit to sell wine and/or beer on the specified date(s) and location. In making this application, the above named applicant agrees that:

- a. They will display the Temporary Permit at the event entrance along with the name of the designated person of the organization who is in charge and the diagram of the premises covered by the permit.
- b. They will not allow anyone under the age of 21 to possess, purchase or consume wine and/or beer and understand that administrative and/or criminal penalty may result from allowing anyone under the age of 21 to possess or consume wine and/or beer.
- c. They will not deny immediate entry and inspection by the Alcoholic Beverage Control agents or other law enforcement officers.
- d. They must purchase their wine and/or beer from a licensed Kansas Retailer who possesses a Federal Basic Wholesale Permit or from a licensed Kansas Farm Winery.
- e. They will retain sales receipts from the Kansas Retailer or Kansas Farm Winery for at least one year.
- f. They will not sell wine and/or beer for less than the purchase price or for less than the price charged for that drink to all other persons on that day.
- g. They will not allow on-premise consumption of alcoholic liquor between the hours of 2:00 a.m. and 9:00 a.m.
- h. They will comply with applicable city and county laws and all state liquor laws.

 Applicant/Authorized Agent Signature

 Date

 Printed Name

 Title

ABC Office Use Only:

| | | |
|---|------------------|--|
| <input type="checkbox"/> PERMIT FEE ENCLOSED Amount \$ _____ | Associate: _____ | Date _____ |
| <input type="checkbox"/> APPROVED Date: _____ | Associate: _____ | Permit # _____ |
| <input type="checkbox"/> DENIED Date _____ | Associate: _____ | <input type="checkbox"/> Denial Letter Sent Date _____ |