



STATE OF TENNESSEE
ALCOHOLIC BEVERAGE COMMISSION

Davy Crockett Tower
500 James Robertson Parkway, 3rd Floor
Nashville, TN 37243
615-741-1602

www.tn.gov/abc



APPLICATION TO CONDUCT CONSUMER EDUCATION SEMINAR

ALL signature spaces MUST be signed and notarized.

Date \_\_\_\_\_, 20 \_\_\_\_

- 1. MUST SUBMIT LETTER OF PERMISSION FROM OWNER OF ESTABLISHMENT WHERE SEMINAR WILL BE HELD
2. APPLICATION MUST BE AN ORIGINAL (no fax copy) AND SUBMITTED TO THE COMMISSION NOT LESS THAN FOUR (4) CALENDAR DAYS PRIOR TO THE DATE OF THE CONSUMER EDUCATION SEMINAR.

Name of Retail Licensee/Applicant \_\_\_\_\_

Doing Business As (DBA) \_\_\_\_\_

License Address \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Retail License \_\_\_\_\_ Website: \_\_\_\_\_ Tel Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

EACH QUESTION MUST BE FULLY ANSWERED

- 1. State specifically the following information regarding the proposed event:
a) Exact location of the event, including business name, if any: \_\_\_\_\_
b) Does the location currently hold a Liquor-by-the-Drink (LBD) license? \_\_\_\_\_
c) Date and time of proposed event: \_\_\_\_\_
d) County in which proposed event will be held: \_\_\_\_\_
e) Sponsors of the proposed event: \_\_\_\_\_
f) Suppliers and/or wholesalers involved, directly or indirectly, with the proposed event: \_\_\_\_\_
g) Cost to attend: \_\_\_\_\_

2. List the specific brands and amounts of alcohol to be served at the proposed event (use additional pages if necessary):

BRAND

AMOUNT TO BE SERVED

\_\_\_\_\_
\_\_\_\_\_

3. Who is the source of the alcohol listed in Question Number 2? \_\_\_\_\_

4. Who will deliver the alcohol to the proposed location? \_\_\_\_\_

5. Who will be serving the alcohol at the proposed event (retail licensee's employees or on-premise licensee's employees)? \_\_\_\_\_

List name of individual and server permit number: \_\_\_\_\_

6. By submitting this application, applicant hereby acknowledges the following: (Please initial)

- \_\_\_\_\_ a) Any change in the information contained herein shall be immediately forwarded to the Tennessee Alcoholic Beverage Commission.
- \_\_\_\_\_ b) No manufacturer or non-resident seller has directly supplied any product for the proposed event.
- \_\_\_\_\_ c) Any unopened product remaining at the conclusion of the proposed event shall be returned to the wholesaler if the product was donated by such wholesaler.
- \_\_\_\_\_ d) All individuals serving and/or otherwise dispensing alcohol at the event shall have obtained a server's permit, and such permit shall be available for inspection by TABC personnel at the proposed event.
- \_\_\_\_\_ e) Orders may be solicited from consumers at the proposed event if the premises is licensed pursuant to T.C.A. § 57-4-101; however, the final sale of the product shall be completed within the licensed premise of the retail licensee/applicant.
- \_\_\_\_\_ f) The proposed event is subject to all existing statutes, rules and regulations governing the sale and/or service of alcoholic beverages. Pursuant to TABC Rule 0100-03-.1(j)(1)(2) If a consumer education seminar is to be conducted at a premises not licensed pursuant to T.C.A. § 57-4-101, the following additional conditions shall apply:
  - 1. No food, goods or services may be purchased or sold and no solicitation of orders may occur.
  - 2. No person may attend such consumer education seminar unless such person has received a written invitation, addressed to the invitee.  
Any violation of such statutes, rules and regulations may result in disciplinary action against the applicant's off-premise retail license, and shall be made a part of the retail license file.
- \_\_\_\_\_ g) No alcohol shall be transported to the event – by any means – more than twenty-four (24) hours prior to the event.

All data, written statements, affidavits, evidence or other documents submitted in support hereof, or upon bearing hereon, shall be deemed to be a part of this application.

The applicant or applicants agrees that the place for which application is made will be operated in conformity with Tennessee Statutes and in conformity with all applicable rules and regulations made pursuant to law, which are now, or may hereafter be, in force.

**WARNING:** "YOUR STATEMENT IS MADE UNDER OATH OR AFFIRMATION. PROVIDING OR INCOMPLETE INFORMATION ARE GROUNDS FOR REJECTION OF APPLICATION OR SUSPENSION OR REVOCATION OF PERMIT IF ISSUED. FALSE STATEMENTS OR INCOMPLETE INFORMATION ARE ALSO SUBJECT TO THE PENALTIES OF PERJURY UNDER TENNESSEE LAW"

Application authorized by \_\_\_\_\_  
Print Name, Owner of Retail License                      Print Name, Applicant

\_\_\_\_\_  
SIGNATURE, Owner of Retail License                      SIGNATURE, Applicant

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

My Commission Expires \_\_\_\_\_  
Notary Public

Notary Seal

\*The State of Tennessee and the Tennessee Alcoholic Beverage Commission are an Equal Opportunity Employer. Discrimination, in any of its practices, which is based on age, race, sex, color, religion, national origin, disabling condition or any other nonmerit factor is prohibited. Thus, the Tennessee Alcoholic Beverage Commission is an equal opportunity, equal access, affirmative action public entity.

**FOR ADDITIONAL INFORMATION:**

Contact the agency ADA Coordinator for this state agency: Assistant Director at 615-741-1602 or the Tennessee Office of Americans with Disabilities, Department of Personnel. Alternate formats of this notice are available on request.