



Temporary Liquor License

226 S. 5th Street, Klamath Falls, Oregon 97601
(541) 883-4950

www.KlamathFalls.city
businesslicense@klamathfalls.city

Legible Print or Type
Business Information

Business Name:	
Business Address:	
Business Phone Number:	¹ Business License #:
Owner Name/Alcohol Manager:	
Owner/Manager Phone #:	
Primary Email Address:	

¹All Temporary/Special Event License Requests require a current City Business License.

A minimum of two weeks is required to process all Temporary/Special Event licenses.

Temporary License/Special Event Details

Date(s) ² :	Time of Event:
Event Name:	
Event Address:	
Will alcohol be served outdoors? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, a site plan and additional event information is required, regardless of OLCC exemptions. ³	

²up to seven days total and must be at the same location

³City Requirement

Required Submittals

- ☐ \$35.00 Temporary License Fee
- ☐ Completed copy of the OLCC Temporary/Special Event Liquor License Application
- ☐ Site Plan, if event outdoors

Owner/Alcohol Manager Signature

Date

Print Name



City Use Only

Received by:	Fees Due:
Date Received:	Date Fees Paid:

City Recommendation

<input type="checkbox"/> Grant/Acknowledge Date:	<input type="checkbox"/> Denial ⁴ Date:
City Staff Signature:	
Printed Staff Name:	Staff Title:
Staff Phone:	Staff Email:
Recommendation sent to Applicant ⁵ on:	

⁴If Denial recommendation, a written explanation will be included.

⁵All license actions will be sent to Applicant and it is the applicant's responsibility to submit the City's recommendation to the OLCC.