



SAN DIEGO COUNTY SHERIFF'S OFFICE

LICENSING DIVISION

9621 Ridgehaven Court, PO Box 939062
San Diego, CA 92193-9062



APPLICATION FOR ENTERTAINMENT ESTABLISHMENT LICENSE

FEES: ☐ Class I \$348 annual Fees are non-refundable FILE# _____
☐ Class II \$348 annual
☐ Manager \$124 annual

1. Correct fees
2. Copy of photo ID (i.e.: California Driver License)
3. Background application for applicant, officers and/or partners
4. Release & Waiver form
5. Documentation (Property Tax Statement) that applicant is the owner of the premises or a written agreement, signed by the owner, permitting such use of the premises
6. ABC permit, if serving alcohol
7. Health permit, if serving food
8. Legal description of property where activity will occur
9. Parcel number of property where activity will occur _____
10. Fire clearance by the local Fire Department
11. Zoning status _____
12. Map or plot plan of property showing location of all streets, alleys, lots, parcels of land, buildings or residences within 700 feet of the exterior boundaries of the property, and vehicle parking areas
13. Current Statement of Domestic Stock, if Corporation
14. Fictitious Business Name (FBN) registration
15. Operational Plans (sample enclosed)
16. Manager application, if required (form attached)
17. FOR OUTDOOR EVENTS – Copy of insurance policy naming San Diego Sheriff's Office as Certificate Holder
18. FOR OUTDOOR EVENTS – List of musicians, bands, copy of promotional flyers and ticket
19. Other _____

PART ONE –ENTERTAINMENT ESTABLISHMENT (print legibly or type)

Name of business (DBA) _____

Phone Number _____ Email _____

Business Address _____

Mailing Address _____

Check applicable business description: ☐ Individual/Sole Proprietor ☐ Partnership ☐ LLC
☐ Corporation (Corp name) _____

List names of other Officers or Partners:

Each additional person listed must complete a Miscellaneous Information Form which must be submitted with this application

Email address _____

Owner of premises _____

Phone _____

Person responsible for management of establishment (if other than the owner of the business, a Manager's Registration is required)



ENTERTAINMENT LICENSE APPLICATION - continued

Type of Entertainment to be conducted: ☐ Live band ☐ Mechanical ☐ Karaoke

Will alcoholic beverages be served? ☐ YES ☐ NO

Will Dance be permitted? ☐ YES ☐ NO

Age group of participants _____

Days entertainment will be conducted: MON TUES WED THURS FRI SAT SUN

Hours entertainment will be conducted: FROM _____ AM/PM TO _____ AM/PM

PART TWO – OUTDOOR ENTERTAINMENT (Temporary Event)

Event Name _____ Number of days _____

Event Location _____

Type of Entertainment to be conducted: ☐ Live band ☐ Mechanical ☐ Karaoke ☐ Other _____

Will alcoholic beverages be served? ☐ YES ☐ NO

Will pre-packaged or other food be served? ☐ YES ☐ NO

Will there be any merchandise concession areas? ☐ YES ☐ NO

Age group of participants _____

Estimated Attendance Per day _____ Total _____ Number of staff/volunteers _____

Event date(s)/time(s) Date _____ Time _____ Date _____ Time _____

Date _____ Time _____ Date _____ Time _____

List all sponsoring organizations and promoters involved in the event (attach a separate sheet, if necessary)

Name _____

Phone Number _____ Email _____

Business Address _____

Contact person(s) _____ Phone _____

Property information

Parcel # _____ Owner's name _____

Zoning _____ Owner's address _____

Security information – explain method of security/crowd control _____

Contact name and phone number _____

-please continue to page 3-



ENTERTAINMENT LICENSE APPLICATION - continued

Establishment/Event name _____

I hereby certify under penalty of perjury that the statements made in this application are true and correct to the best of my knowledge and belief. I understand that any false statements or information are grounds for denial of this application. I agree to have all the required notices, unless otherwise specified, sent by U.S. mail to the address given on the application. The right of reasonable inspection shall be a condition for issuance of this license.

Applicant's signature _____ Date _____

Accepted by (staff) _____ Date _____

SHERIFF'S DEPT USE ONLY

- ☐ PDS (Zoning) ___ Approved ___ Disapproved Date _____ By _____
Comments _____
- ☐ PDS (Noise) ___ Approved ___ Disapproved Date _____ By _____
Comments _____
- ☐ DPW (Transportation) ___ Approved ___ Disapproved Date _____
By _____
Comments _____
- ☐ DEH (Food & Housing Division-Health Permits) ___ Approved ___ Disapproved Date _____
By _____
Comments _____
- ☐ Human Resources (Risk Mgmt) ___ Approved ___ Disapproved Date _____
By _____
Comments _____
- ☐ DPLU (Code Enforcement) ___ Approved ___ Disapproved Date _____
By _____
Comments _____
- ☐ Fire Dept/Fire Marshal ___ Approved ___ Disapproved Date _____
By _____
Comments _____
- ☐ Parks & Recreation ___ Approved ___ Disapproved Date _____ By _____
Comments _____
- ☐ Sheriff Station _____ Approved ___ Disapproved Date _____
By _____
Comments _____
- ☐ Sheriff Licensing ___ Approved ___ Disapproved Date _____ By _____
Comments _____