



Charles County Board of License Commissioners

Guy N. Black, Chairman
William "Bill" Winters, Vice Chairman
Matthew Darden
Kathleen C. Quade
Frederick G. Scott

Danielle Mitchell
Associate County Attorney

Lisa Bailey, Clerk

TEMPORARY OUTSIDE SERVICE AREA REGISTRATION FORM

Corporate/L.L.C. Name: _____
Trade Name: _____
Business Address: _____
Contact Phone Number and Email Address _____

Registration is made by the undersigned Licensee under the provisions of Temporary Rule 2020-02, of the Rules & Regulations of the Charles County Board of License Commissioners, to serve alcoholic beverages on adjacent outside grounds until such time as the State of Emergency by the Governor of Maryland is rescinded, or the Board of License Commissioners revokes the approval granted under Temporary Board Rule 2020-02.

- (1) Attach diagram indicating dimensions of outside area, type/location of barrier, number/location of tables & chairs.
- (2) Attach photograph of Outside Service Area, to include surrounding area.
- (3) Hours of Operation in Outside Service Area: _____
- (4) Is the Outside Service Area attached to the premises with a facility entrance/exit? ☐ Yes ☐ NO
- (5) Does the License Establishment have a health permit to serve food? ☐ Yes ☐ NO
- (6) Is the Outside Service Area located on public right-of-way (i.e., sidewalk)? ☐ Yes ☐ No

We/I agree to adhere to the regulations outlined in Temporary Board Rule 2020-02, applicable regulations contained in Executive Order 20-05-27-01, and all other applicable Rules and Regulations of the Charles County Board of License Commissioners.

- *It is the responsibility of the Licensee to obtain all the required permits and approvals from all applicable agencies and government authorities (i.e., Health Department, Planning & Zoning, Fire Marshal, Town officials if located in Indian Head or La Plata, etc.).*
- *Outside Service Areas which are located on public right-of-way may require additional approval by the County and/or municipality (Town of La Plata, Town of Indian Head).*
- *By submitting this completed form, you are approved by the Board of License Commissioners to utilize your alcoholic beverages license in an Outside Service Area. The Board reserves the right to conduct inspections and require modifications to your Outside Service Area at a future date.*

(Print License Holder's Name)

(Signature of License Holder)

(Date)

For Office Use Only: Received By CCBOLC - Date:

☐ Approved By PGM - Date: