

STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**APPLICATION PACKET FOR SPECIAL  
NONPROFIT EVENT LICENSE**

**ABL-909**  
(Rev. 10/16/17)  
4364

Mail to: SC Department of Revenue, Alcoholic Beverage Licensing, P.O. Box 125, Columbia, SC 29214-0907.

**This application MUST BE FILED at least Fifteen days prior to your special event.**

**License Fee - \$40 per license, per 72 hours**

A **special nonprofit event license** authorizes the sale of beer, wine, and alcoholic liquors at special events and allows the consumption of those beverages on the licensed premises. Licenses cannot be issued for a period exceeding 72 hours, 4 times annually. A **special nonprofit event license** authorizes the sales of beer, wine, and alcoholic liquors at bona fide nonprofit functions and are issued to domestic nonprofit organizations only, i.e., educational foundations, bona fide nonprofit organizations. Must be registered with and have an eleemosynary charter from the SC Secretary of State. If you are not sure of the type of special event permit/license you qualify for, you are advised to contact the South Carolina Department of Revenue at (803) 898-5864 for clarification before applying. Licenses are issued for a specific location only. Once you have been approved for the location for which you have applied, you cannot transfer the license to another location.

**Qualifications for special event permits and/or licenses:**

1. **Applicant must complete ABL-909.**
2. **Fees: Non-refundable \$40.00 per license**
  - **Only 4 events allowed per year per entity.**
  - **Multiple licenses within the same county and time period constitute one event.**
  - **Event must last no longer than 72 consecutive hours.**
  - **Fees are nonrefundable should your application not be approved or if you cancel or reschedule your event. If you are not sure of the correct fee to submit, you are advised to call our public assistance number (803) 898-5864 for information. If this application is denied or protested, it may take up to six months to obtain a hearing or decision.**
3. **Applicant must be twenty-one years of age.**
4. **Applicant must be a resident of or registered to do business in SC for 30 days prior to the date of application.**
5. **Applicant must be of good moral character.**
6. **All principals must attach a criminal records check (CRC), not more than 90 days old.**
  - **If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at [sled.state.sc.us](http://sled.state.sc.us) or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.**
  - **If the principal has lived in SC less than two (2) years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.**
7. **Multiple locations within the same county constitute one event (separate license and fees would be needed for each location).**
8. **License allows for donations from manufacturers who are authorized in the state to donate product.**
9. **Manufacturers include producers, vintners, brewers, microbrewers, importers, distillers, and micro-distillers licensed to do business in this state.**
10. **Donated products must come through an SC wholesaler and be received by the nonprofit.**
11. **Allow manufacturers to pour and serve alcohol at the event and to provide equipment used to dispense alcohol for on-premises consumption.**
12. **The location, in the opinion of the SCDOR, must be suitable for sale and consumption of beer, wine, and/or alcoholic liquors.**
13. **Must have SC Retail Sales and/or Admission Tax license or proof of tax exemption. Contact the License and Registration Section at (803) 896-1350.**
14. **If an applicant for a permanent license/permit is pending for this location, a special event license will not be issued for the same location.**
15. **Form ABL-100 (included with the ABL-909) must be completed and returned with your application. Applications will not process without this form. If applying for alcoholic liquors, the ABL-100 MUST be in the nonprofit's name.**  
**APPLICATIONS WILL NOT BE PROCESSED WITHOUT THIS.**

**LEGAL DISCLAIMER**

The information provided here is for general guidance only. It should not be considered as, or substituted for, legal advice. The department's staff is not permitted to give legal advice. Please read the laws, regulations, and applicable court decisions carefully before applying.

STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**APPLICATION PACKET FOR SPECIAL  
NONPROFIT EVENT LICENSE**

**This application MUST BE FILED at least Fifteen days prior to your special event.**

BEGIN DATE	END DATE	BEGIN TIME	END TIME	# OF DAYS	# OF LOCATIONS

<b>For Office Use Only</b>	
File Number	_____
TOTAL PAID \$	_____

**Retail Sales License #** \_\_\_\_\_

**Retail Sales Tax Exemption #** \_\_\_\_\_

**Admission Tax License #** \_\_\_\_\_

**or Admission Tax Exemption Certificate (must attach copy of exemption certificate)**

1. Applicant's Name \_\_\_\_\_  
Individual, Corporate Charter Name, Partnership Name, or Name of Unincorporated Association

2. Trade Name (doing Business as) \_\_\_\_\_

3. Is this a Domestic Non Profit? ( ) Yes ( ) No

4. Location address where event is to be held \_\_\_\_\_  
Physical Address (Must Include Street Number)

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

5. Federal Identification Number \_\_\_\_\_

6. Business Phone Number \_\_\_\_\_ Home Phone Number \_\_\_\_\_

7. Are all principals US Citizens? ( ) Yes ( ) No  
Any principal that can check no must submit an ABL-920 along with a copy of appropriate immigration documents.

8. Email Address \_\_\_\_\_

9. Mailing Address \_\_\_\_\_  
Street Address

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

10. Is this location within SC municipal limits? ( ) Yes ( ) No

If Yes, which city \_\_\_\_\_

11. Is the location presently licensed to sell beer, wine, or alcoholic liquor? ( ) Yes ( ) No  
If "Yes," list the licensee's name and File# as it appears on their license or permit. **MUST ATTACH COPY OF LEASE FOR THIS EVENT.**

Licensee's Name \_\_\_\_\_ File # \_\_\_\_\_

12. Type of event (dance, festival, fund raiser, etc.) \_\_\_\_\_

13. Has anyone to be employed by you at this event, with or without compensation, ever been convicted of a crime?  
( ) Yes ( ) No. Attach explanations of any convictions.

14. Have you attached your criminal records check on all principals obtained from SLED? ( ) Yes ( ) No

15. Are you selling tickets or charging admission to the event? ( ) Yes ( ) No

16. Name of Contact Person \_\_\_\_\_

Contact Person's Phone Number (**required**) \_\_\_\_\_

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**UNDER PENALTY OF PERJURY, I DO HEREBY ATTEST/STATE THE FOLLOWING:**

CONSENT TO INSPECTION: That I consent to the inspection of the premises covered by the license and/or permit by any agent of the South Carolina Department of Revenue or any law enforcement officer.

AFFIRMATION STATEMENT: That by my signature below, the answers given to the questions in this application are true, to the best of my knowledge and that I have not falsified any information given in this application.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_



**Mail to:** SCDOR, ABL Section, PO Box 125, Columbia, SC 29214-0907

**Email:** ABL@dor.sc.gov

**What you need to know:**

- The SCDOR cannot issue a license and/or permit to anyone that owes delinquent taxes, penalties, or interest.
- You are waiving your rights under SC Code Sections 12-54-240 and 30-2-1. You can read the full code sections at [dor.sc.gov/policy](http://dor.sc.gov/policy).
- The SCDOR has the right to share information with other principals or applicants in order to process the application or renewal.

Legal entity name \_\_\_\_\_ FEIN \_\_\_\_\_

Principal's name \_\_\_\_\_

Home address (no PO box) \_\_\_\_\_  
Street

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Date of SC residency (mm/dd/yyyy) \_\_\_\_\_ Date of birth (mm/dd/yyyy) \_\_\_\_\_

SSN \_\_\_\_\_ FEIN \_\_\_\_\_ Percent of ownership \_\_\_\_\_

Principal types (Check one):

- Owner     Corporate officer     Partner     Member (LLC)     Manager (LLC)
- Employee/Manager     Nonprofit officer     Fiduciary     Publicly traded agent

Have you as an individual, or as an organization in which you were a principal, had any license to sell beer, wine, or liquor revoked or suspended in this state or any other state?

Yes     No    **If yes, you must attach an explanation.**

Have you been convicted of a crime in South Carolina or any other state?

Yes     No    **If yes, you must attach an explanation.**

I understand that a misstatement or concealment of fact in an application is sufficient grounds for the revocation of the license and/or permit. Under penalties of perjury, I declare that I have read and understood this form and the information I have provided herein is true, correct, and complete.

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

**Social Security Privacy Act Disclosure**

It is mandatory that you provide your Social Security Number on this tax form if you are an individual taxpayer. 42 U.S.C. 405(c)(2)(C)(i) permits a state to use an individual's Social Security Number as means of identification in administration of any tax. SC Regulation 117-201 mandates that any person required to make a return to the SCDOR must provide identifying numbers, as prescribed, for securing proper identification. Your Social Security Number is used for identification purposes.

STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**LAW ENFORCEMENT NOTIFICATION FOR  
SPECIAL EVENT APPLICATION**

**To be Completed by the Applicant**

This form must be submitted to the Chief of Police if the event is located within the municipal limits of a city or town or the Sheriff if the event is outside the municipal limits of a city or town.

\_\_\_\_\_  
Legal entity name or sole proprietor

\_\_\_\_\_  
Physical location of event

\_\_\_\_\_  
City or town

\_\_\_\_\_  
County

\_\_\_\_\_  
Date(s) of special event

\_\_\_\_\_  
Beginning time

\_\_\_\_\_  
Ending time

**To be Completed by the Chief of Police or Sheriff**

I have been informed by the applicant above about their application for a special event license to sell beer, wine, and/or liquor at the address shown above.

**I do not object to the issuance of the special event license**

**I object to the issuance of the special even license**

\_\_\_\_\_  
Signature of authorized law enforcement official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and title of authorized law enforcement official

\_\_\_\_\_  
Department

\_\_\_\_\_  
Phone number

**If this form is not completely filled out, your application will be returned to you.**

THE ENTIRE APPLICATION **MUST** BE PRESENTED TO LAW ENFORCEMENT OFFICIALS WITH THIS FORM.  
**Any alterations of this form will void the agreement.**

**If you are applying for multiple locations, this form must be submitted for each location.**

# Special Nonprofit Event Guidelines

## **SPECIAL NONPROFIT EVENT:**

Effective November 19, 2017, a Special Nonprofit Event License (TNL) will be available. This license will allow domestic nonprofit organizations to apply for a temporary license. This license will allow domestic nonprofits to solicit and accept donations of beer, wine and/or liquor for consumption on premise. It will also allow suppliers to furnish equipment, and trained representatives to serve and pour alcohol at licensed nonprofit events.

The nonprofit organization must not hold a biennial permit or license issued pursuant to Title 61. The Special Event must last no longer than 72 consecutive hours. For an event to take place at more than one location, the nonprofit organization must control the premises and have a license for each location. For multiple locations to constitute one event, the locations must be in the same county. Please refer to Code Section 61-2-185, 61-4-735, and 61-4-940 for further requirements and defined necessary terms.

Per Code Section 61-2-185(A): A nonprofit organization may apply for a Special nonprofit event license. A special nonprofit event is an event for which a nonprofit organization solicits and accepts donations of alcohol to be sold for on-premises consumption. A nonprofit organization applying for a special nonprofit event license must meet the following requirements: (3): A special nonprofit event must last no longer than seventy-two consecutive hours. For the purpose of this section, an event may take place at more than one location where the nonprofit organization has control of the premises for the special nonprofit event. For multiple locations to constitute one event, the location must be in the same county.

**PLEASE NOTE:** If the Special Nonprofit Event is going to allow outside vendors within the same location, each location allowing the sale of beer, wine and/or liquor is required to obtain a Special Nonprofit Event License. Liquor must be confined to the area from which it is sold. This may be done by placing fencing, bike racks, etc. around each of the licensed premises.

Per Regulation 7-202.3: A. The premises of a nonprofit organization must be separate from the premises of any business operation, including business establishments licensed to sell alcoholic liquor by the drink. B. The premises of a nonprofit organization will be deemed separate if the organization has its own address and separate entrance, and is not connected with another business premises by common doorways or passageways, whether interior or exterior.

## **SPECIAL NONPROFIT EVENT LICENSE QUALIFICATIONS:**

- Applicant must complete ABL-909
- Fees: Non-refundable \$40.00 per license
  - Only 4 events allowed per year per entity
  - Multiple licenses within the same county and time period constitute one event
  - Event must last no longer than 72 consecutive hours
- Applicant must be 21 years of age

- Applicant must be a resident of SC or registered to do business in the state 30 days prior to the date of application
- Applicant must be of good moral character.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at [www.sled.state.sc.us](http://www.sled.state.sc.us) or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than two (2) years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
- Multiple locations within the same county constitute one event (separate license and fees would be needed for each location)
- License allows for donations from manufacturer's who are authorized in the state to donate product.
- Manufacturers include producers, vintners, brewers, microbrewers, importers, distillers, and micro-distillers license to do business in this state.
- Donated products must come through a SC wholesaler and be received by the nonprofit.
- Allow manufacturers to pour and serve alcohol at the event and to provide equipment used to dispense alcohol for on-premises consumption.
- The location, in the opinion of the SCDOR, must be suitable for sale and consumption of beer, wine and/or liquor.
- Must have SC Retail Sales and/or Admission Tax License; or proof of tax exemption. Contact the License and Registration Section at 803-896-1350.
- If an application for a permanent license/permit is pending for this location, a special event license will not be issued for the same location.
- Form ABL-100 (included with the ABL-909) must be completed and returned with your application. Applications will not process without this form. If applying for alcoholic liquors the ABL-100 MUST be in the nonprofit name.

## **FREQUENTLY ASKED QUESTIONS**

### **Who can apply for a Special Non Profit Event?**

Per Code Section 61-2-185(A) (1): A nonprofit organization may apply for a special nonprofit license. A special nonprofit event is an event for which a nonprofit organization solicits and accepts donations of alcohol to be sold for on-premises consumption. A nonprofit organization applying for a special nonprofit event license must meet the following requirements: The organization must be a nonprofit organization registered and in good standing with the South Carolina Secretary of State as a domestic nonprofit organization.

### **How long does it take to get a Special Nonprofit Event License/Permit?**

Special Nonprofit Event applications must be submitted at least 15 days prior to the event. The earlier we receive an application ensures we have enough time to resolve any issues that arise. If the applicant walks into a SCDOR office with all required information the license may be issued that day.

### **How Many Special Nonprofit Events are permitted to one entity?**

Only four events allowed to one entity each calendar year per Code Section 61-2-185(A) (5).

### **What are the hours of sale for a Special Nonprofit Event?**

Beer and wine can be sold twenty-four hours a day at special nonprofit events. Alcoholic liquor can only be sold and consumed between the hours of 10:00 AM until 2:00 AM, per Code Section 61-6-1610.

### **Do I have to be a resident of South Carolina for 30 days prior to obtaining a Special Nonprofit Event License?**

All license holders must be a resident of South Carolina for 30 days prior to obtaining a license.

### **What is the difference between a Special Nonprofit Event, and a Special Nonprofit Event License?**

The event encompasses the entire venue, which can be at multiple locations within the same county, for a 72 hours period and are limited to 4 events per year.

However, the license covers each station selling beer, wine and/or liquor. There is no restrictions on the number of licenses.

### **If I have a biennially beer, wine, and/or liquor license, can I get a one day Special Nonprofit Event License?**

In accordance with Code Section 61-2-185(A) (2): "The nonprofit organization must not hold a biennial permit or license issued pursuant to Title 61 for on-premises or off-premises consumption."

### **Can I have liquor moving freely at my special event?**

If you have multiple stations set up with outside vendors for an event, you must keep the liquor within the confined area from which it is sold. However, if there will not be any outside vendors present liquors allowed to move freely throughout the event space.

Per Regulation 7-202.3: A. The premises of a nonprofit organization must be separate from the premises of any business operation, including business establishments licensed to sell alcoholic liquor by the drink.

B. The premises of a nonprofit organization will be deemed separate if the organization has its own address and separate entrance, and is not connected with another business premises by common doorways or passageways, whether interior or exterior.



**I am having an event at one location with four stations and outside vendors within the location. How many Special Nonprofit Event Licenses will I need?**

You will need to obtain four Special Nonprofit Event Licenses, one for each station.

**How Many Special Nonprofit Event Licenses are allowed to one entity?**

A nonprofit organization must not be licensed to hold more than four Special Nonprofit Events in one calendar year.

**I am having one event, with four locations in the same county, under the same nonprofit organization. How much will it cost?**

A Special Nonprofit Event License is \$40.00 per license. If hosting an event under the same organization and the events take place in the same county, you will pay for \$40.00 for each license issued. (Four events, same county, same entity hosting = \$160.00)

**How long can a Special Nonprofit Event License last?**

A Special Nonprofit Event License must last no longer than 72 consecutive hours.

**If I am having multiple locations during the same 72-hour period, will it constitute one event?**

The multiple locations must be located in the same county to constitute one event. You must have a separate license for each location.

**What type of product can this license sell?**

A Special Nonprofit Event License allows you to sell and consume beer, wine and liquor.

**What is the difference between a Special Event Beer, Wine and/or Liquor License (TBP/TLP) and a Special Nonprofit Event License (TNL)?**

The Special Nonprofit Event License (TNL) allows for donations of product from manufacturers (vintners, brewpubs, breweries, microbrewers, importers, distillers, and micro-distillers) and wholesalers licensed in this state to donate to the organization who have received a Special Nonprofit Event License. All donations must move through a licensed wholesaler.

A Special Event License (TBP/TLP) will only allow donations to come from a wholesaler. Per general proviso 117.105, issued only for fiscal year, 2017 allows a wholesaler to donate beer, wine, and alcoholic liquors to a nonprofit organization that has a license, including a temporary license, to serve the applicable beverage. This provision only applies if the event hosted by the nonprofit organization creates an economic impact on State revenues.

**Who remits the taxes on donated beer, wine and/or liquor?**

The wholesaler must remit the taxes on donated beer, wine and/or liquor; however, the wholesaler may bill the brewpub, brewery etc. for the product and excise tax paid. Refer to Code Section 612-185(D) (2).

### **Can a brewpub donate products for a Special Nonprofit Event License?**

A licensed brewpub in the state may donate beer to an organization who has a Special Nonprofit Event License. The brewpub must deliver the beer with the appropriate excise tax to a wholesaler who operates in the area where the event is located.

### **I have a Brewery who wants to donate beer to my event but they do not have a distributor in my area, can they still donate?**

If a Brewery would like to donate beer to an organization who has a Special Nonprofit Event License but does not have a wholesaler in the area where the event is located then they can deliver the beer to a willing wholesaler in the area if the appropriate excise taxes are paid.

### **Can a Manufacturer provide employees to serve alcohol?**

A manufacturer may provide employees who can pour and serve alcohol at the Special Nonprofit Event. These individuals must receive training from an alcohol education-training program recognized by the department and posted to the department's website. For more information, click [here](#).

### **Can a Manufacturer provide equipment to serve alcohol?**

A manufacturer may provide equipment used to dispense alcohol for on premises consumption. Refer to Code Section: 61-2-185(E) (1) (c).

### **Can a Wholesaler provide employees to serve alcohol?**

A wholesaler must not provide employees to pour or serve alcohol at an event.

### **Can a Wholesaler provide equipment to serve alcohol?**

A wholesaler may provide equipment used to dispense alcohol for on premises consumption and point of sale equipment. Refer to Code Sections: 61-4-735, 61-4-940, 61-6-1300.

### **What information should a wholesaler provide with a donation?**

The wholesaler may receive delivery of the donated alcohol from the supplier and bill the supplier for the excise tax paid or the wholesalers can choose to pay the excise tax themselves. The wholesaler that is providing the alcohol must present an invoice to the nonprofit organization and include a list of the types of alcohol, the alcohol brands that have been donated to the event, the regular price to retailers and name and address of the supplier or wholesaler that has donated the product. The wholesaler shall transfer the donated alcohol to the nonprofit organization only after the license is issued and the invoice is presented to the nonprofit organization.

## **COMMON SCENARIOS:**

### **Scenario 1:**

An organization is putting on a festival the same day. The festival will have one beverage station at five separate locations within the same county and outside vendors will be present. Is a license required for each individual beverage station?

You will need to submit the application including all locations the event is at and a \$40 fee must be included for each license requested.

Per Statute 61-2-185 (A) (3): A special nonprofit event must last no longer than seventy-two consecutive hours. For the purpose of this section, an event may take place at more than one location where the nonprofit organization has control of the premises for the special nonprofit event. For multiple locations to constitute one event, the location must be in the same county.

### **Scenario 2:**

An organization is having an event and/or a wholesaler or manufacturer would like to donate alcohol for the licensed event. Can they donate alcohol to the Special Nonprofit Event?

Wholesalers and/or manufacturers can donate alcohol.

Wholesalers can donate alcohol purchased from the supplier with an invoice for the cost of the alcohol along the excise taxes paid.

Manufacturers can donate alcohol through a wholesaler, equipment and trained representatives to serve and pour alcohol at licensed nonprofit events.

### **Scenario 3:**

I own a brewpub and want to donate beer to a nonprofit organization holding a Special Nonprofit Event license.

Brewpubs can donate beer brewed at the brewpub. The brewpub must deliver the donated beer, together with the appropriate state excise tax, to a willing wholesaler that operates in the territory where the special nonprofit event is located.

### **Scenario 4:**

An organization is putting on a festival with five beer, wine, and liquor stations and multiple outside vendors. Will a license be required for each individual beverage station? Can a customer leave the stations with an open beer, wine and/or liquor?

This scenario would require a license for each individual station, due to the outside vendors. A customer can move freely throughout the event perimeter, with beer and/or wine. The liquor is required to stay inside the confined area.

Per Regulation 7-202.3: Restrictions on the Premises of Nonprofit Organizations Licensed to Sell Alcoholic Liquor by the Drink.

A. The premises of a nonprofit organization must be separate from the premises of any business operation, including business establishments licensed to sell alcoholic liquor by the drink.

B. The premises of a nonprofit organization will be deemed separate if the organization has its own address and separate entrance, and is not connected with another business premises by common doorways or passageways, whether interior or exterior.

**IF YOU ARE NOT SURE OF THE TYPE OF SPECIAL EVENT LICENSE YOU MAY QUALIFY FOR, PLEASE CONTACT THE ABL SECTION AT 803-898-5864 FOR CLARIFICATION PRIOR TO SUBMITTING AN APPLICATION. SCDOR LINES ARE OPEN MONDAY, TUESDAY, THURSDAY, AND FRIDAY FROM 8:30AM-4:45PM AND WEDNESDAY FROM 9:30AM-4:45PM.**