

# Entertainment Permit Information Guide

**Not to be submitted with the application, please retain for reference purposes.**

As directed under Section 26-1103 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners is authorized to issue a Special Entertainment Permit and Family Entertainment Permit to qualified businesses with Class B Licenses. The Board will hold a public hearing in conjunction with the request for an Entertainment Permit.

The **Special Entertainment Permit** authorizes the holder to provide entertainment, allow patron dancing, with the appropriate County permit, and impose a cover charge under conditions as determined by the Board and in compliance with all County laws. The Annual Permit Fee is \$1500.

The **Family Entertainment Permit** authorizes the holder to provide entertainment and impose a cover charge when the business offers entertainment directed at and suitable to families under conditions as determined by the Board and in compliance with all County laws. The Annual Permit Fee is \$250. The seating capacity of the room with entertainment shall not exceed 110. The average daily receipts from the sale of food will be at least 60% of the total daily receipts. The full menu without price deviation shall always be available.

**Special Entertainment Permit**, the licensee is required to:

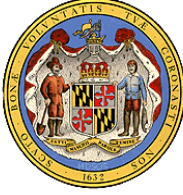
- a. Always follow the security plan.
- b. Assure that the establishment and the entertainment does not pose a threat to the peace and safety of the community.
- c. Between the hours of 9:00 p.m. and 2:00 a.m. the next day, prohibit individuals under 21 years of age from being on the part of the premises where the entertainment is occurring (exception: employees and immediate family members of the permit holder) when the privileges of the Special Entertainment Permit are being exercised.
- d. Individuals under 21 who are already on the part of the licensed premises where the entertainment is occurring (or will occur) should be informed prior to 9:00 p.m. (or the time that the entertainment begins) that they shall leave that part of the licensed premises by 9:00 p.m.
- e. Once issued, a Special Entertainment Permit shall be valid until November 30<sup>th</sup> of the following license year unless otherwise specified or it is suspended or revoked by action of the Board.
- f. Any change in entertainment must be approved by the Board pursuant to a hearing. When applying to change entertainment, the licensee shall also include evidence that an amended security plan has been submitted to the Prince George's County Chief of Police (and to the local police department if the licensed premises is in any municipality).

**Family Entertainment Permit**, the licensee is required to:

- a. Always follow the security plan.
- b. Assure that the establishment and the entertainment does not pose a threat to the peace and safety of the community.
- c. Entertainment must end by 12 midnight.
- d. Once issued, a Family Entertainment Permit shall be valid until November 30<sup>th</sup> of the following license year unless otherwise specified or it is suspended or revoked by action of the Board.
- e. Any change in entertainment must be approved by the Board pursuant to a hearing. When applying to change entertainment, the licensee shall also include evidence that an amended security plan has been submitted to the Prince George's County Chief of Police (and to the local police department if the licensed premises is in any municipality).

STATE OF MARYLAND  
ENTERTAINMENT PERMIT REQUEST FORM  
BOARD OF LICENSE COMMISSIONERS

9200 Basil Court, Suite 410  
Largo, Maryland 20774  
301-583-9980  
<http://bolc.mypgc.us>



**TYPE OF PERMIT REQUESTED:**

Special Entertainment Permit

Family Entertainment Permit

Trade Name: \_\_\_\_\_

Corporate Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, Zip: \_\_\_\_\_

Class of License: \_\_\_\_\_

Attorney (if applicable): \_\_\_\_\_

This application must be fully completed with the following documents to be scheduled for a hearing.

1. Certified check, cashier's check, or money order payable to Prince George's County for the Advertising Fee of \$250.00.
2. Evidence that the security plan has been submitted to the Prince George's County Chief of Police at:

Office of the Chief  
Prince George's County Police Department  
7600 Barlowe Road  
Landover, Maryland 20785  
[tecicale@co.pg.md.us](mailto:tecicale@co.pg.md.us).

*The Prince George's County Police Department has created a sample security plan format for you to use as a template for submission. Questions regarding the creation and submission of the security plan should be directed to the Prince George's County Police Department.*

3. If the business is located within a municipality, evidence that the security plan has been submitted to the Police Department for the municipality.
4. A copy of the Use and Occupancy Permit.
5. A copy of the Fire Capacity Certificate.

Upon approval of the Entertainment Permit, a certified check, cashier's check, or money order payable to Prince George's County for the annual permit fee will be required to be filed with our office to effectuate the permit.

- Special Entertainment Permit \$1,500
- Family Entertainment Permit \$250

**Entertainment Permit Request Form**

The Entertainment Permit request must be filed annually between  
**August 15<sup>th</sup> – September 15<sup>th</sup>.**

Trade Name: \_\_\_\_\_

Address: \_\_\_\_\_

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start Time:							
End Time:							
Describe the entertainment.							
Is there a cover charge?							
If yes, what is the amount and times of the cover charge?							
Are there drink or food minimums?							
Is there patron dancing? Please note; if so, a dance hall permit is required							
Are patrons carded at the entrance?							
Are patrons searched or patted down at the door?							
Does the establishment offer VIP seating?							

Number of seats in the area where the entertainment will take place: \_\_\_\_\_

Average Daily Receipts from the sale of food is at least 60%:  Yes  No  
 (will be required to provide proof if yes is selected)

The Full Menu is available at all times without price deviation:  Yes  No

### Entertainment Permit Request Form

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The Entertainment Permit request must be filed annually between  
**August 15<sup>th</sup> – September 15<sup>th</sup>.**

Trade Name: \_\_\_\_\_

Address: \_\_\_\_\_

List the type of entertainers, e.g. band, DJ, comic, exotic dancer, vocalist, instrumentalist, etc. Describe in detail the type and genre of entertainment provided, include detailed information when known such as the name of entertainer(s), number of entertainers, place where the entertainer(s) is (are) from, etc. Also, indicate the frequency of the described entertainment, e.g. weekly, bi-weekly, monthly, quarterly, semi-annually, annually, etc.

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

**Entertainment Permit Request Form**

The Entertainment Permit request must be filed annually between  
**August 15<sup>th</sup> – September 15<sup>th</sup>.**

Trade Name: \_\_\_\_\_

Address: \_\_\_\_\_

**Note:** If changes are made to any of the information provided, you must make notification to the Board and to the Police Department in writing prior to implementation. Authorization is required to make changes to the hours, entertainment days, entertainment line-up, security personnel, traffic management, security cameras, interior and exterior lighting and unauthorized renovations and exterior usage from the Board and the Prince George’s County Police Department.

***I hereby certify that I am a licensee for the above-named licensed establishment, I have read and understand the rule regarding the Special Entertainment Permit, and I will abide by all the rules and regulations regarding the sale and distribution of alcoholic beverages.***

Signature of Licensee: \_\_\_\_\_ Date: \_\_\_\_\_

**STATE OF MARYLAND, COUNTY OF \_\_\_\_\_ to wit:**

**I hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ before me, the subscriber, a notary public of the State of Maryland, in and for \_\_\_\_\_ personally appeared \_\_\_\_\_ and made oath in due form of law that the matters and facts set forth in this document are true and correct.**

**WITNESS my hand and official seal.**

\_\_\_\_\_  
**My Commission expires:**

\_\_\_\_\_  
**Notary Public**