



ENTERTAINMENT / DANCING - LIQUOR SERVED LICENSE APPLICATION

Tacoma Municipal Code (TMC) Chapter 6B.70

To apply for this license, the business must already be registered with the city, or this application must be submitted with the general business license application. Visit tacoma.gov/taxandlicense for more information

BUSINESS INFORMATION

1. Does the business have a City of Tacoma business license?

☐ Yes, provide City Account Number: _____

☐ No, you must submit form with business license application, visit Tacoma.gov/taxandlicense

2. Enter start date in city of Tacoma _____

3. Describe in detail the business activity:

4. Legal Business Owner Name: _____

5. Establishment Name/DBA: _____

6. Location Address: _____

ENTERTAINMENT/DANCING CLASS – Select Business Activity

☐ **CLASS 'C' ENTERTAINMENT LICENSE**

Location may provide live entertainment in which the public/members are allowed to watch, listen or participate. (i.e. karaoke, comedians, performances)

☐ **CLASS 'B' ENTERTAINMENT LICENSE**

Activity allowed under Class 'C' **and** patrons are permitted to dance.

☐ **CLASS 'A' ENTERTAINMENT LICENSE**

Includes activity allowed under Class 'B' and 'C' Location may provide live entertainment where a person is engaged or employed to provide dancing performances or similar amusement, and entertainer receives compensation directly from patrons.

HOURS OF OPERATIONS - All Entertainment establishments shall be closed at or before 2:00 a.m. and shall remain closed until 6:00 a.m. on the same day unless authorized by the Director.

ENTERTAINMENT LICENSE REQUIREMENTS

Written Safety Plan: Per TMC 6B.70.047 a written safety plan is required to be submitted with application see page 3 for template or visit tacoma.gov/taxandlicense for more information.

Security Personnel: All security personnel are required to obtain a Security Personnel License, per TMC Chapter 6B.70.049.

SIGNATURE AND PROCESS

Per Tacoma Municipal Code 6B.70.055, No business activity is permitted prior to license approval. Applicants shall allow the premises to be inspected by public officials for ensuring public safety and that the applicant meets all licensing and other legal requirements. Failure to grant access shall result in denial of the license application and/or cause for summary suspension of the license.

License fee and Written Safety Plan must be submitted with business license application unless already registered with the city. Applications received without payment or required forms will be delayed and/or returned. Once your application has been processed the application will be reviewed by the appropriate departments in the City for approval. **Please allow 10-15 business days for approval process to be completed.**

Signature

The licensee agrees to comply with all City Codes and Ordinances, which includes, but not limited to: Building codes, zoning and fire codes.

Signature _____ Date _____

Printed Name _____ Title _____

Contact
Phone _____

ENTERTAINMENT/DANCING LIQUOR SERVED LICENSE FEES	FIRST YEAR	RENEWAL OR TEMPORARY
Class 'A'	\$1,500	\$1,000
Class 'B'	\$450	\$300
Class 'C'	\$200	\$150

Submit application with payment and Written Safety Plan



Finance | Tax & License Division

Entertainment and Dancing License Written Safety Plan

Tacoma Municipal Code (TMC) Chapter 6B.70 and 6B.80

ON-SITE MANAGER INFORMATION

Person responsible for addressing safety, security, or complaints from patrons or neighborhood residents

Business Name _____

Manager Name _____

Phone Number _____ Email Address _____

HOURS OF OPERATIONS & BUSINESS ACTIVITY

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours							

If Business Hours Change Notify Tax & License at Licenseinfo@Tacoma.gov

1. Activity will be held (select one) ☐ Indoors ☐ Outdoors ☐ Both Indoor and Outdoors

2. Are you serving Liquor? ☐ Yes ☐ No

3. Will admission be charged? ☐ Yes ☐ No ☐ Occasionally

4. Will you lease/rent the space to others to hold their own events? ☐ Yes ☐ No

5. Will you be holding dances, dance parties, where the primary purpose is a public dance? ☐ Yes ☐

No

5a. If Yes, will guests be allowed to attend that are under 18 years of age? ☐ Yes ☐ No

6. Provide your scope of business activity: Be specific by explaining the type of entertainment that will be provided and the age of guests. Please list all types of entertainment that will occur at establishment.

REPORTS TO THE CHIEF OF POLICE – AS REQUIRED BY TMC

All security personnel must be licensed and complete an online training prior to working in the City of Tacoma and records of current security personnel must be available upon request by a public official.

1. Are you using security personnel? ☐ Yes ☐ No **If No, skip to Question 5**
2. Are you using a security guard company? ☐ Yes ☐ No **If yes, name of company?** _____
3. List or attach a drawing of where the security personnel will be located throughout the establishment.

4. What are your procedures for verifying security personnel are properly licensed?

5. What are your procedures for checking identification and searching patrons?

6. What are the procedures for ensuring that only persons 21 years or older are serviced liquor or allowed in areas restricted to persons over 21 years?

7. What are the procedures for handling violent incidents, other emergencies and calling the Tacoma Police Department?

8. Describe the training provided or completed by the security and other personnel, including conflict de-escalation training.

9. What are the procedures for crowd control and preventing overcrowding?

10. What are the procedures for disturbances outside the premises, including property adjacent to or in proximity to the establishment, from patrons entering and leaving the establishment, *for example*: loitering, vandalism, noise, parking and crowd dispersal?

REPORTS TO THE FIRE MARSHALL – Any entertainment establishment that has a building occupancy of **more than 99** persons must complete this section:

1. Square Feet of Building _____ Building Occupancy _____ Number of Exits _____

2. What is your plan for quarterly fire drills by employees, as required in section 405 of the International Fire Code.

3. Provide the plan of action for employees in the event of fire or earthquake.

4. **Attach** the fire evacuation and fire safety plan for the building, as required by Section 404 of the International Fire Code

WRITTEN SAFETY PLAN SIGNATURE

By signature below the licensee acknowledges 1) they will remain in compliance with all City Codes, which include, but are not limited to, the Entertainment licenses outlined in TMC 6B.70 and 6B.80, Building, Zoning and Fire, and rules and regulations of the WA State Liquor Cannabis Board; and 2) if business activities create immediate hazardous conditions to life or property, according to TMC 6B.10.145, the business license may be summarily suspended and the business operation closed.

Signature _____

Date _____

Print Name _____

Phone Number _____

The applicant will receive notification once all City departments have reviewed the information