



Please check applicable boxes:

Wine

Nonintoxicating Beer

ABCA-192 NPE

## WEST VIRGINIA ALCOHOL BEVERAGE CONTROL ADMINISTRATION SPECIAL ONE DAY LICENSE

Pursuant to WV Code §11-16-11b and §60-8-3(p), the undersigned nonprofit organization requests permission to sell and/or serve **wine and nonintoxicating beer** at the following fund-raising event for raising money for athletic, charitable, educational, or religious purposes. The applicant must be a 501(c) nonprofit organization and must be the sole organization operating and managing the charitable event.

Please return **form**, copies of the **501 (c) nonprofit organization** documentation, and **floor plan** for approval consideration. The applicant signing on behalf of the nonprofit organization must be listed as an officer of the corporation with the West Virginia Secretary of State.

Name of Applicant: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Physical Name of Location: \_\_\_\_\_

Physical Address & County: \_\_\_\_\_

Event Date: \_\_\_\_\_ Event Start Time: \_\_\_\_\_ Event End Time: \_\_\_\_\_

Detailed Description of Event and the charitable purpose for which the event is being held:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Does the applicant or the physical location currently hold a WVABCA License:  Yes  No

License Number: \_\_\_\_\_ DBA: \_\_\_\_\_

**\*If located within a municipality that has an open container ordinance, you must obtain a waiver from the municipality and submit the waiver with this form.**

Is the event located inside the municipality?  Yes  No

Are Wines Purchased:  Yes  No **Purchased From:**

Retailer(s): \_\_\_\_\_

Farm Winery/Winery(s): \_\_\_\_\_

Distributor(s): \_\_\_\_\_

Are Wines Donated:  Yes  No **Donated By:**

Retailer(s): \_\_\_\_\_

Farm Winery/Winery(s): \_\_\_\_\_

Distributor(s): \_\_\_\_\_

Are Licensed Farm Winery(ies) Attending:  Yes  No List all Farm Wineries Attending: \_\_\_\_\_

Will Nonintoxicating Beer be served:  Yes  No

Who will be serving the wine and/or beer: \_\_\_\_\_

*\*Please note that all nonintoxicating beer **must be purchased** from licensed distributors and resident brewers in the area (**no donated beer**). All distributors and resident brewers must be notified in writing by mail, facsimile, or electronic mail of the event in advance and be presented with the opportunity to participate in the event.*

*\*Note: Brewers and Resident Brewers, Beer and Wine Distributors, Beer, and Wine Representatives, may not be involved in sales, furnishing, tendering, or serving at the event. The License holder, their employees or their bona fide volunteers must conduct all sales, furnishing, tendering, and serving at the event.*

*\*Third party organizers or Party Planners may not be compensated to operate or manage the event. Caterers may provide food services only, but may not purchase, sell, or serve wine or nonintoxicating beer. The Licensee holder, their employees or their bona fide volunteers must conduct all sales, furnishing, tendering, and serving at the event.*

*\*\*Charitable auctions of sealed bottles of wine and/or beer for off-premises consumption are permissible if the organization obtains an appropriate license.*

What percentage of the gross proceeds of the event will be used to benefit the 501 (c) charitable purpose? \_\_\_\_\_  
\*80% of the net proceeds from the charitable event must be donated directly to the nonprofit organization.

**Signing below states the organizations' authorized signee has completed the application to the best of their ability and agrees that all information provided is accurate and true.**

I, as the applicant, do attest, under penalty of perjury, that at least 80% of the net proceeds, from the charitable event, will be donated directly to the nonprofit organization on or before \_\_\_\_\_, 20\_\_\_\_\_.

Applicant Name (print): \_\_\_\_\_

Applicant Name (signature): \_\_\_\_\_

Email: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Date: \_\_\_\_\_

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Return to the  
WVABCA: Attn:  
Licensing Division  
900 Pennsylvania Ave. 4<sup>th</sup> Floor  
Charleston, WV 25302

Or

[ABCA.LICENSING@WV.GOV](mailto:ABCA.LICENSING@WV.GOV)

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**WVABCA Use Only Approved**  Yes  No


\_\_\_\_\_  
Fredric L. Wooton, Commissioner

\_\_\_\_\_  
Date

The Floor Plan must show the area and dimensions covered by the “Special One Day License”.

Keep one (1) copy at the licensed premises.

(Provide Dimensions)

A large, empty rectangular box with a thin black border, intended for drawing a floor plan. The box is currently blank.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date