

# Alcohol License Premises Amendment Request Form



*NOTE: Please allow approximately 4 weeks for application processing*

**FEES ARE NON-REFUNDABLE**

**CASH OR CHECK ONLY!**

☐ License Fee - \$10.00

Date Recv'd 5/20/25

Total \$ 10.00

Receipt # 5613-1

## SECTION 1 – ESTABLISHMENT INFORMATION

Establishment Name <u>The Party Port</u>	Establishment Phone Number <u>920-840-6912</u>
Establishment Address <u>830 E. Northland Avenue</u>	
Agent Name <u>Chris Paulson</u>	Agent Phone Number (Required)

## SECTION 2 – PREMISES AMENDMENT \*A drawing/diagram of the proposed area must be submitted with this application\*

Is this Premises Amendment permanent or temporary? ☒ PERMANENT ☐ TEMPORARY

Please describe the change in premises: want to add the existing fenced in patio for beverage consumption. This will be another outdoor patio area labeled as an outdoor activity area for beer by torch.

MAP included --

If temporary, please specify the event or reason for the amendment: \_\_\_\_\_

If temporary, please list the date(s) and time(s) that this premises amendment will be utilized: \_\_\_\_\_

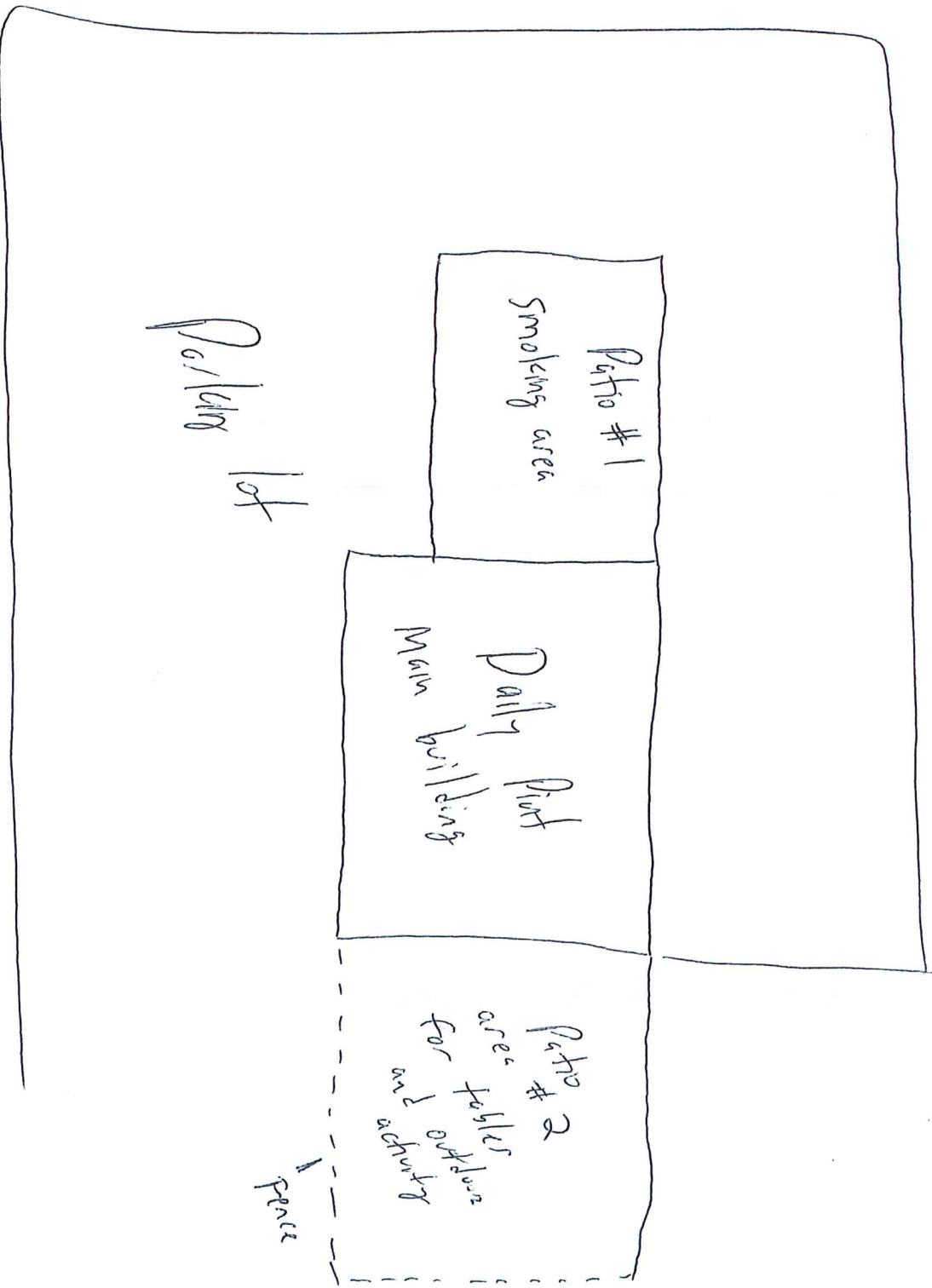
## SECTION 3 – PENALTY NOTICE

I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.  
Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant: [Signature] Date: 5/19/25

## FOR OFFICE USE ONLY

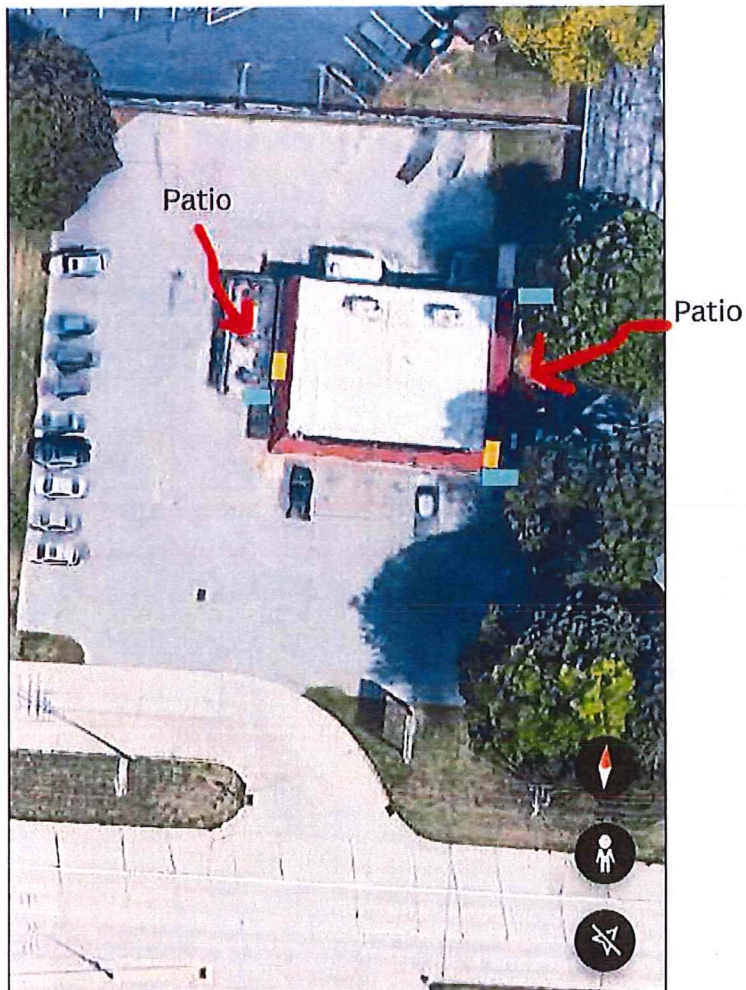
Department	Approve	Deny	Staff Member	Reason
Police				
Fire				
Health				
Community Development				
Inspections				
Finance				
Public Works				
Safety and Licensing Date:	Recommendation:		Common Council Date:	Recommendation:
Date sent for Review	Date Approved	Date Issued	Expiration Date	License Number
____/____/____	____/____/____	____/____/____	____/____/____	



■ entry/exit to patio

■ Bar Entry

# Patios





Patio 1 (already part of premises)





Proposed amended premises area





Proposed amended premises area (close-up of door to patio)

