

**TEMPORARY LIQUOR LICENCE  
 AMENDMENT FORM  
 EXTENSION TO LICENSED AREA**

**Fee**  
**\$116/ liquor licence**  
 Maximum one (1) liquor licence per form  
 Maximum six (6) applications per form per year

**Please note that all requests will be required to be submitted within a minimum of 5 weeks in advance of the first requested amendment date.**

**INSTRUCTIONS:**

**Please complete all applicable fields.** Maximum six (6) applications per form per year.  
**Provide a copy of floor plan showing area extension with dimensions. Site plan does not need to be to scale.**

1. Establishment Information		
Business Name	Contact Person(s)	
Business Address	Email	
Work Phone	Cell	
Liquor Licence Number (please provide a copy of the liquor licence)	Liquor Licence Capacity	Proposed Extended Area Capacity

\* Building Occupant Load is the most restrictive number based on the Building and Fire Bylaws.

2. Event Details			
EVENT	START DATE	END DATE	EVENT HOURS

**3. Event Logistics**

*(Please indicate whether your event will include any of the following and include any temporary structure(s) on your floor plan)*

- **Temporary Structures** (e.g. tents/canopies, stage, bleachers, etc.)

YES  
 NO If  YES,

please describe:

**CONTACT THE CITY OF VANCOUVER DEVELOPMENT SERVICES (604.871.6184) regarding approvals for temporary structures**

- **Emergency Access**  
**Will the temporary extended area be fenced?**

YES  NO

If YES, show emergency access with dimensions on your site plan.

- **Electrical Equipment** (generators, lighting etc,)

YES  NO

**4. Applicant's Signature**

Print Name

Signature

Date

Signature of business owner or company signing officer. By signing this form I declare that all information provided in this application is true and correct.

**5. Application Fee**

- Cheque or Money Order, payable to the City of Vancouver  VISA  MasterCard  American Express  Interac

Methods of payment are by mail (do not send cash in the mail), in person at 515 West 10<sup>th</sup> Avenue or Online payment portal.

Cash, cheque or money order (payable to the City of Vancouver), VISA, MasterCard, American Express and Interac area accepted.