



State of New Hampshire
 Liquor Commission
 Division of Enforcement and Licensing
 50 Storrs Street, Concord, NH 03301
 Phone: (603) 271-3523 | Fax: (603) 271-8424



OFF SITE CATERER – APPROVED PERMANENT SITE

CATERER/BUSINESS INFORMATION

Caterer/Applicant Business Name		Caterer/Applicant Trade Name		Registered Liquor License Number	
Business Street Address		City		State	Zip
Business Phone			Business Email		

CLIENT INFORMATION

Client Name or Client Business Name		Registered Trade Name of Client (if Applicable)		Event Type	
Client Street Address		City		State	Zip
Client Phone			Client Email		

EVENT/SITE INFORMATION

Name of Site Owner		Registered Trade Name or Building Name			
Site Street Address		City		State	Zip
Event Date (mm/dd/yyyy)	Event Start Time (hh:mm am/pm)	Event Finish Time (hh:mm am/pm)	Building/Site Authorized Capacity	# of Event Attendees	

REQUIRED DOCUMENTATION

The following documents are required to be submitted with application:

- Copy of contractual agreement between licensed caterer and client
- Permit of Assembly issued by local or state fire authorities

ACKNOWLEDGEMENT AND SUBMISSION

I declare, under the provisions of Title XIII and punishable under RSA 641:3 (Unsworn Falsification), that I am authorized to sign on behalf of the business entity providing this report; that I have examined all of the information provided on or with this report; that any information I give may be investigated as allowed by law; that the information is true, correct, and complete to the best of my knowledge and belief and made in good faith.

Name of Authorized Agent for Applicant/Caterer		Title of Authorized Agent for Applicant/Caterer	
Date Signed	Signature of Authorized Agent for Applicant/Caterer		