

Business License Date

Tracking Number

OCCUPATIONAL AND BUSINESS LICENSE: LIVE ENTERTAINMENT APPLICATION

INSTRUCTIONS

- COMPLETE THE CITY OCCUPATIONAL AND BUSINESS LICENSE: LIVE ENTERTAINMENT APPLICATION Have you double-checked your application to be sure that ALL fields are complete, all questions have been answered, and the application is signed?
- 2. COLLECT AND ATTACH THE 4 ITEMS LISTED BELOW TO YOUR APPLICATION
- 3. SUBMIT THE COMPLETED APPLICATION AND ATTACHMENTS Submit the signed and completed application with the attachments by email to <u>liveentertainment@nola.gov</u>, or by mail or in person to:

City of New Orleans One Stop Shop Attn: Live Entertainment Processing 1340 Poydras St, Suite 800

OVERVIEW OF ITEMS TO SUBMIT WITH APPLICATION

- 1. City Occupational and Business License: Live Entertainment Application
- Acknowledgment of Bar Standards or <u>Restaurant</u> <u>Use Standards</u> form per CZO 20.3.G or 20.3.ZZ, and required documentation
- 4. Application fees

Conditional Use)

3. Floor and site plans (recorded drawings if subject to a

ATTACHMENTS DESCRIBED AND EXPLAINED

- 1. Completed and signed application form (page 2 of this packet)
- 2. Acknowledgment of Bar Standards or Restaurant Use form per CZO 20.3.G or 20.3.ZZ
- 3. Floor and Site Plans: Floor and site plans showing the entire floor and site area that will be occupied by the proposed business, clearly labeling measurements of all attached and unattached buildings, property lines, doors, windows, patios, holding bars, stages, tables, seating/chair arrangements, food preparation areas and equipment, location/number/type of trash receptacles, and any other related features.

Note: Diagram must be large enough to be legible, at least 8 1/2" by 11" (letter size)

4. Application fees, in accordance with Chapter 14-310 of the City Code of New Orleans.

NON-REFUNDABLE APPLICATION FEES

Gross Sales	Non-Profit	For Profit
\$0 - \$10,000	\$125.00	\$250.00
\$10,001 - \$50,000	\$250.00	\$500.00
Over \$50,000	\$375.00	\$750.00

Fees are processed immediately upon receipt. If your application is rejected or denied, fees will NOT be returned or refunded.

FORMS OF IN-PERSON PAYMENT: Checks, cashier's checks, money orders, Visa, MasterCard and Discover. Please make all checks and money orders payable to City of New Orleans.

ONLINE PAYMENT: MasterCard, Discover, and Visa. You can pay online by logging in at <u>onestopapp.nola.gov</u> and searching for this item by application number or invoice number.

- 5. Noise Abatement Plan
- 6. Security Plan (Identify Cameras on Floor Plan)
- 7. Operation Plan (Hours of Operation)



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BUSINESS INFORMATION

Legal Name of Business		Application Date	
Trade Name of Business		Revenue Account No	
Ownership Type: Individual Partnership	Corporation	Limited Liability Company (LLC)	Non-Profit
Business Location Street Address		Zip	
Mailing Street Address			
Mailing City	Mailing State	Mailing Zip	
Contact Name	Conta	act Phone	
Contact Email	Relati	onship to Business	
TYPE OF LIVE ENTERTAINMENT			
INDOOR Hotel Bar Standard Restaurant Musical Accompaniment Live Performance Venue Indoor Amusement Facility Winery Micro-Distillery Distillery Distillery Micro-Brewery Brewery Other		OUTDOOR Hotel Bar Standard Restaurant Outdoor Amusement Facility Winery Micro-Distillery Distillery Micro-Brewery Brewery Other	
NON-PROFIT OR FOR PROFIT ADMISSION CHAP	RGED		
For Profit No			
Reason for Application: New Business	Change in Ownership	Other	
ZONING INFORMATION			
Is the use permitted as the result of a Conditional Use	? Yes	No	
If yes, Final Ordinance Number:	Zoni	ng Docket Number	
Print Name of Applicant	Applicant Signature		Date