

**SPECIAL EVENT PRIVATE NON-SALE – HOSPITALITY LIQUOR LICENCE**

In order to be considered for a liquor licence, the following items must be submitted:

- Payment of a **\$10.00 licence fee** (cash, cheque drawn on the applicant's bank account or money order made payable to AGLC).
- An **Application for Private Non-Sale Hospitality** (Form 5238).

**ONLY COMPLETED APPLICATION PACKAGES WILL BE PROCESSED**

Return your completed package to the address below **OR** phone to schedule an appointment:

**AGLC**

Attention: Liquor/Cannabis Licensing  
50 Corriveau Avenue  
St. Albert, Alberta T8N 3T5  
Ph: 780-447-8846  
[sel@aglc.ca](mailto:sel@aglc.ca)

OR

Attention: Liquor/Cannabis Licensing  
310, 6715 - 8 Street NE  
Calgary, Alberta T2E 7H7  
Ph: 403-292-7300  
[liquorapplications.calgary@aglc.ca](mailto:liquorapplications.calgary@aglc.ca)

**ALLOW 4 TO 6 WEEKS FOR PROCESSING**



**APPLICATION FOR SPECIAL EVENT LICENCE  
PRIVATE NON-SALE HOSPITALITY**

NAME OF APPLICANT:  
(Company, Partnership, Individual) \_\_\_\_\_

MAILING ADDRESS:

Street/PO Box: \_\_\_\_\_

Town/City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

LOCATION OF LIQUOR SERVICE:

Name of Building/Room: \_\_\_\_\_

Street Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_