

Application for a

**Non-Profit Public Eating and Drinking License**

**CITY OF LEBANON – DEPARTMENT OF PUBLIC SAFETY**

Nonprofit organizations, including churches, fire companies, sports organizations and other organizations raising funds for benevolent and/or charitable purposes may petition the Mayor for a waiver of the designated permit fees. All applicants requesting fees to be waived are required to submit an application not less than thirty (30) days prior to the date of the function. The application shall state the date and location of the function or event. Upon approval of the application, the applicant will be issued a temporary event license.

*Please Note: Organizations are only permitted to obtain three (3) Temporary Event licenses per calendar year.*

Today's Date: \_\_\_\_\_ Federal Tax Exempt Number: \_\_\_\_\_

If your organization does not have a federal tax exempt number, **STOP HERE** – you are not eligible for this permit.

Organization: _____
Contact Person: _____ Phone No.: _____
Address: _____
Email: _____

Date of function: _____ Address of function: _____
Food Preparer's name: _____ Phone No: _____
Address of function: _____
Address of where food will be prepared: _____
Type(s) of Food Served: _____

Return completed form to: City of Lebanon  
Department of Public Safety,  
735 Cumberland Street,  
Lebanon, PA 17042  
E-Mail: [ymarte@lebanonpa.org](mailto:ymarte@lebanonpa.org)  
Phone: (717) 639-2800

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*For Office Use Only*

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Date permit mailed: \_\_\_\_\_ Date denial letter sent: \_\_\_\_\_