



REQUEST FOR APPROVAL TO PARTICIPATE IN TRADE SHOW OR EXPOSITION

State Form 57864 (R1 / 8-25)

INSTRUCTIONS:

1. Please type or print clearly and complete all requested information.
2. If there is a flyer for the event, please provide a copy.
3. Submit complete and signed form **via email** to the Indiana State Excise Police district office where the event is being held.
4. If this request is approved after submission, print and post the approved version in a conspicuous location during the event.

DISTRICT 1
dist1@atc.in.gov

DISTRICT 2
dist2@atc.in.gov

DISTRICT 3
dist3@atc.in.gov

DISTRICT 4
dist4@atc.in.gov

DISTRICT 5
dist5@atc.in.gov

DISTRICT 6
dist6@atc.in.gov

Please visit <https://www.in.gov/atc/isepp/contact-us/> for more information about ISEP districts, including a map.

SECTION 1: PERMIT INFORMATION

1.1 What permit type is this request for?

☐ Artisan Distiller

☐ Farm Winery

☐ Small Brewery

1.2 Name of permittee (as printed on permit – such as ABC 123 Inc)

1.3 Permit number

1.4 Doing business as (d/b/a)

1.5 Permit expiration date (mm/dd/yyyy)

1.6 Email address

1.7 Phone number

SECTION 2: EVENT INFORMATION

NOTE: The primary purpose of the event must be to participate individually or with other holders of Small Brewery permits, Artisan Distiller permits, and/or Farm Winery permits in a trade show or exposition **at which products** of each permit holder participant **are displayed, promoted, and sold**. All Small Brewery permits, Artisan Distiller permits, and/or Farm Winery permits using exposition days may occupy the same tent, structure, or building.

If there are Temporary Beer and Wine Permits and/or Catering Authority permits at the same location/event, they must be **separated with physical barriers** from any exposition/festival permits, unless the event is occurring within a Designated Outdoor Refreshment Area and DORA Designation forms have been obtained for the participants.

2.1 Name of event

2.2 Website of event (if applicable)

2.3 Address of event (number and street, suite if applicable, city, state, ZIP code)

2.4 Date of event (mm/dd/yyyy)

2.5 Time of event

Start date _____ End date _____

Start time _____ End time _____

2.6 Contact name of event coordinator

2.7 Phone number of event coordinator

2.8 Email address of event coordinator

2.9 Will the event be open to the public?

☐ Yes

☐ No

2.10 Will minors be permitted?

☐ Yes

☐ No

2.11 What type of services will be offered from this permittee? Please check all that apply:

☐ Sales by the glass / bottle

☐ Product sampling

☐ Carryout sales

2.12 Will any other licensed Craft Manufacturers (Small Brewers, Artisan Distillers, Farm Wineries) be participating in the event?

☐ Yes

☐ No

2.13 Will any licensed Temporary Beer & Wine Event permits or Catering Authority be participating in the event?

☐ Yes

☐ No

2.14 Do you understand if any licensed Temporary Beer & Wine Event permits or Catering Authority will be participating, they MUST be separated with physical barriers from any space of Craft Manufacturers? (Unless in a DORA and participants have obtained DORA Designation forms along with their approved permits)

☐ Yes

☐ No

2.15 Do you understand if this request is for an address/location where any type of issued facility alcohol permit exists of any status, that your alcohol serving and consumption area can NOT share a floorplan with any permitted space of the facility alcohol permit? (Unless in a DORA and participants have obtained DORA Designation forms along with their approved permits, then consumption area can share a floorplan but not serving area)

☐ Yes

☐ No

SECTION 3: FARMERS' MARKETS

3.1 Will this event be occurring at a farmers' market? <i>If answered No, skip to Section 4</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.2 Do you understand the following limitations exist when this type of request is used at a farmers' market? <ul style="list-style-type: none"> • Small Brewery permit types; <ul style="list-style-type: none"> ○ Provide samples of the brewery's beer for consumption on the premises, subject to a limit of three (3) samples of not more than six (6) ounces per person. ○ And sell six (6), twelve (12), and twenty-four (24) packs of twelve (12) ounce or sixteen (16) ounce cans of the brewery's beer in qualified containers for consumption off the premises. • Farm Winery permit types; <ul style="list-style-type: none"> ○ Provide samples of the permit holder's wine for consumption on the premises, subject to a limit of three (3) samples of not more than one (1) ounce per person. ○ Sell the permit holder's wine in a qualified container for consumption off the premises. • Artisan Distiller permit types; <ul style="list-style-type: none"> ○ May NOT offer samples of liquor for consumption on the premises. ○ May sell its liquor in qualified containers for consumption off the premises. 	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.3 Have you verified with the local municipality whether there any local ordinances passed under IC 7.1-3-32-2 preventing the sale of beer, wine, or liquor products by a person who holds a small brewery permit, a farm winery permit, or an artisan distiller's permit at a farmers' market or against providing samples of beer and wine by a person who holds a small brewery permit or a farm winery permit at a farmers' market?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.4 Will you be adhering to any local ordinances pertaining to farmers' markets, if they exist?	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 4: DESIGNATED OUTDOOR REFRESHMENT AREAS

4.1 Will this event take place in a Designated Outdoor Refreshment Area (DORA)? <i>If answered No, skip to Section 5</i> <i>NOTE: A Designated Outdoor Refreshment Area (DORA) is ONLY referring to a designated area that a municipality creates by ordinance specifically per IC 7.1-3-31. A list of DORAs is available at the below website:</i> https://www.in.gov/atc/alcohol-permit-resources/designated-outdoor-refreshment-areas/	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.2 Will you be participating in the DORA? <i>If answered Yes, attach a completed Designated Outdoor Refreshment Area (DORA) form. Failure to attach a fully and properly completed form will result in denial.</i> <i>If answered No, ensure your event has physical barriers around it and does not participate in the Designated Outdoor Refreshment Area (DORA).</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 5: CERTIFICATION AND SIGNATURE

I hereby certify that I have reviewed this form prior to signing and that all provided herein is true and correct. I acknowledge and understand that it is a felony to misrepresent or falsify any portion of this form or attached documents. I further acknowledge and understand that the Commission may not grant approval to a Craft Manufacturer to participate in a trade show or exposition more than seventy-five (75) days in a calendar year.

5.1 Printed name	5.2 Title
5.3 Signature	5.4 Date (mm/dd/yyyy)

FOR OFFICE USE ONLY

Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Number of Days for Event	Reviewed By	Date Reviewed
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