



# CITY OF MORGAN HILL POLICE DEPARTMENT

16200 Vineyard Boulevard, Morgan Hill, California 95037 e:License-Permits@morganhill.ca.gov

## APPLICATION FOR LIVE ENTERTAINMENT PERMIT

Chapter 5.28 of the City of Morgan Hill Municipal Code lists the requirements to be met by establishments who provide live entertainment in Morgan Hill. Written application for a permit required by this Article shall be made by affidavit, under penalty of perjury, and filed with the Chief of Police. Such application shall contain:

Date of Application: \_\_\_\_\_

<b>Fees:</b>	<input type="checkbox"/> New Permit	\$335	<b>Permit Fee:</b>	Check
	<input type="checkbox"/> Permit Renewal	\$335		Online Payment
	<input type="checkbox"/> One Time Only	\$101		

1. Name of Business: \_\_\_\_\_ Hours of operation: \_\_\_\_\_

Type of Business: \_\_\_\_\_ ABC License Code: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Business License Number: \_\_\_\_\_ Expires: \_\_\_\_\_

☐ **Attach Copy of Current City of Morgan Hill Business License**

2. Applicant Information (5.28.070A MHMC):

<u>Name</u>	<u>Date of Birth</u>	<u>Residence Address</u>	<u>Contact Phone Numbers</u>	<u>Email Address</u>
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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

☐ **Attach Copy of State Issued ID card (Driver's License, Passport)**

3. Names, residence address (**P.O. Box not accepted**), contact phone numbers, and email of owners including partners; or if the applicant is a corporation, the names, residence address and contact phone numbers of each corporation officer (5.28.070B MHMC):

<u>Name</u>	<u>Residence Address</u>	<u>Contact Phone Numbers</u>	<u>Email Address</u>
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. The names, residence address and contact phone numbers of the managers and/or persons to be in charge of the business (5.28.070C MHMC):

<u>Name</u>	<u>Residence Address</u>	<u>Contact Phone Numbers</u>	<u>Email Address</u>

5. List the name, residence address (**P.O. Box not accepted**), and contact phone numbers of the premises' owner, who gives consent to entertainment being conducted on their premises (5.28.070D MHMC)

**\*Signature of those below are required at end of the permit application\***

<u>Name</u>	<u>Residence Address</u>	<u>Contact Phone Numbers</u>	<u>Email Address</u>

6. State the exact nature of the proposed business which the permit is being requested and the exact nature in detail of the dancing or entertainment which is being proposed (5.28.070F MHMC)

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7. Include a floor plan and site plan showing the building interior rooms and grounds, including parking spaces, the square footage, seating capacity of the area thereof to be used for dancing or entertainment and emergency exits (5.28.070E MHMC)

**Seating capacity:**

**Description of the area to be used:**

**☐ Attach Floor Plan of Premises include dimension of premises as detailed above.**

8. Has any person listed in this application had a permit for the same or similar business suspended or revoked anywhere? If so, what were the circumstances of such suspension or revocation. The suspension or cancellation of an ABC License shall be included (5.28.070G MHMC)

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9. Has any person listed in this application been arrested and/or convicted for an offense involving the presentation, exhibition, or performance of an obscene production or play,

or an offense involving lewd conduct, or a felony offense involving the use of force or violence upon the person of another? If so, enter details of the arrest, the nature of the charge, and its disposition (5.28.080 MHMC)

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10. Date(s) of event: \_\_\_\_\_ Hours: \_\_\_\_\_  
or, if the entertainment permit is an ongoing permit, list when entertainment will be provided:  
Day(s) of week: \_\_\_\_\_ Hours: \_\_\_\_\_

11. Do you employ **private security guards licensed by the State of California**? \_\_\_\_\_  
If so, please list:  
Name of Security Company: \_\_\_\_\_  
How many guards will be provided during the entertainment? \_\_\_\_\_

☐ **Attach Proof Security Company/Guards are Licensed by the State of California**

12. Estimate the average number of guests on the premises at any given time: \_\_\_\_\_

13. Will alcohol beverages be served? \_\_\_\_\_  
If so, please:

☐ **Attach Copy of Current ABC License along with an explanation of any conditions or restrictions.**

*I hereby certify under penalty of perjury that the answers and statements I have made on this application are true and correct to the best of my knowledge and belief.*

*I understand and agree to the provisions and conditions herein or otherwise imposed on me.*

*I also understand that any information misrepresented or intentionally omitted will result in automatic denial of this application.*

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APPLICANT'S SIGNATURE

POSITION/TITLE

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CONSENT OF PREMISES'S OWNER

DATE

**The Following Documentation is Required for Your Application to be Processed:**

1. Permit Fee (paid by check or online payment link)
2. Copy of Morgan Hill Business License
3. Signature or Written Consent of Premises' Owner
4. Floor Plan of Premises (must met the specifications set forth 5.28.070E MHMC)
5. Proof Security Company/Guards are Licensed by the State of California (if applicable)
6. Copy of Current ABC License and restrictions/conditions (if applicable)

**Additional Information:**

1. Live Entertainment Permits are granted for a maximum one-year term (Section 5.28.110

MHMC).

2. Establishments must notify the Police Department of any changes to staff operating or assisting in the operation of your business/organization OR any other changes to the information submitted on the permit application.
3. Permit applications and supporting documentation should be emailed to Administrative Sergeant Chris Woodrow at [License-Permits@morganhill.ca.gov](mailto:License-Permits@morganhill.ca.gov). Permit Fee payments can be paid by requesting an online payment link or by mailing a check to the Morgan Hill Police Department, Attention: Administrative Sergeant Chris Woodrow.
4. Note: The Chief of Police may, by written notice, revoke or suspend the permit of any person and their establishment, if the permittee and/or the establishment has failed to comply with the provisions of this chapter and/or has failed to comply with the conditions specified on the permit or any other conditional use permit, entitlement or license which regulates the establishment, or the permittee (5.28.120 MHMC).