



## **SUMMER GARDEN/SIDEWALK CAFÉ ENDORSEMENT APPLICATION**

A summer garden or sidewalk café endorsement allows a restaurant, tavern, multipurpose facility, hotel, nightclub, and manufacturer to sell, serve, and allow the consumption of alcoholic beverages on outdoor space. A summer garden endorsement would be issued if it is for outdoor private space. A sidewalk café endorsement would be issued if it is for outdoor public space.

### **MANUFACTURER QUALIFICATIONS**

In order for a manufacturer to be eligible to obtain a summer garden or sidewalk café endorsement, the manufacturer must hold an on-site sales and consumption permit.

### **FEES**

Annual fees are as follows:

- Summer garden is \$75.
- Sidewalk café is \$75.
- Inspection fee is \$50 if the summer garden or sidewalk café is applied for after the original license is granted.

Payment is due at the time of application. Payment can be made in the form of a cashier's check, certified check, business check, attorney's check, personal check, or money order. A check or money order must be payable to the D.C. Treasurer. Payment may also be made by Visa or MasterCard.

### **SUMMER GARDEN/SIDEWALK CAFÉ APPLICATION INSTRUCTIONS**

Please read and answer all questions on the form. If a question or a portion of a question does not apply, fill in the word "none".

1. If the licensee is a sole proprietor or partnership, print the individual's name (last name, first name, middle initial). If the licensee is a business entity, list the entity's name.
2. Print the trade name.
3. Print the address of the establishment.
4. Print the telephone number of the establishment.
5. Print the email address.
6. List the number of seats for the establishment and the summer garden or sidewalk café.
7. List the proposed hours of operation and the hours for the sale of alcoholic beverages.
8. Sign the certification and have the signature notarized:
  - a. If the applicant is a sole proprietor, the individual must sign.
  - b. If the applicant is a partnership, all partners must sign and submit a copy of the partnership agreement.
  - c. If the applicant is a corporation, the president or vice president must sign.
  - d. If the applicant is an LLC, the managing member(s) must sign.
  - e. If the applicant is a Limited Partnership, the general partner(s) must sign.
9. Provide the following additional documents:
  - a. Copy of the Certificate of Occupancy (include the number of seats for a summer garden);
  - b. Letter from the landlord granting permission to the licensee to serve alcoholic beverages on the summer garden;
  - c. Public Space Permit and the Certificate of Use from the District of Columbia Department of Transportation for a sidewalk café; and
  - d. A diagram or photograph of the premises showing the designated area for the summer garden or sidewalk café.

**SUMMER GARDEN/SIDEWALK CAFÉ  
ENDORSEMENT APPLICATION**



License Number:	Date Accepted:	<input type="checkbox"/> New	Ward/ANC:	Accepted by:
Fees Paid: \$	From:	To:	Issue Date:	From: To:
Date Approved by Board:	Initial: →			
Date Denied by Board:	Initial: →			

**TO BE COMPLETED BY APPLICANT**

1. Licensee Name (Last, First, Middle):	2. Trade Name:	
3. Premises Address:	4. Telephone Number:	5. Email Address:

6. List below the number of seats.

<input type="checkbox"/> Establishment Number of Seats:	<input type="checkbox"/> Summer Garden Number of Seats:	<input type="checkbox"/> Sidewalk Café Number of Seats:
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7. List the hours below:

Days	Hours of Operation		Sale of Alcoholic Beverage Hours	
	From:	To:	From:	To:
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

The following must sign the certification: if the applicant is a sole proprietor, the individual must sign; if partnership, each partner must sign; if corporation, president or vice president must sign; if LLC, managing member must sign; if Limited Partnership, the general partner(s) must sign.

8. Certification: *I hereby certify under penalty of perjury that the information in this application is true and correct. I also certify that the above licensee is the true and actual owner of the business.*

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Subscribed and sworn before me \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
 My commission expires: \_\_\_\_\_.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Subscribed and sworn before me \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
 My commission expires: \_\_\_\_\_.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Subscribed and sworn before me \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
 My commission expires: \_\_\_\_\_.

9. Provide the following documents:
- a. Copy of the Certificate of Occupancy (include the number of seats for a summer garden);
  - b. Letter from the landlord giving permission to the licensee to serve alcoholic beverages on the summer garden;
  - c. Public Space Permit and Certificate of Use for a sidewalk café; and
  - d. A diagram or photograph of the premises showing the designated area for the summer garden or sidewalk café.

NOTICE: The District of Columbia will provide the appropriate services and auxiliary aids, including sign language interpreters, whenever necessary to ensure effective communication with members of the public who are deaf, hearing impaired or who have other disabilities affecting communications. Requests for services and auxiliary aids should be made at least ten days prior to any scheduled hearing. Please notify the ADA Coordinator at (202) 442-4423. In order to report fraud, waste, and abuse in the District of Columbia government, call 1-800-521-1638.