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## **FAQ's: Entertainment Permit Program**

### **Do I need an entertainment permit?**

An Entertainment Permit is required for entertainment that is open to the public and held on private property in Sacramento, such as a music venue, restaurant, nightclub, etc. Entertainment includes live music, DJ's, karaoke, and comedy shows, to name a few.

### **What are the basic steps necessary for applying for an entertainment permit?**

- Visit the website to review the "Entertainment Permit Instructions" and "Entertainment Permit Application". [www.cityofsacramento.gov/ccs/esd](http://www.cityofsacramento.gov/ccs/esd)
- Contact staff at [entertainpermit@cityofsacramento.org](mailto:entertainpermit@cityofsacramento.org) or (916) 808-3535 with any questions you have regarding the entertainment permit process or to schedule an appointment if you are ready to submit your application.

### **What conditions will apply to my entertainment permit when it is issued?**

Each entertainment permit is issued with a set of conditions which must be signed by the permit holder. The conditions for each entertainment permit will be created based on evaluation during staff review, venue location, ABC conditions, and other factors will inform the conditions for the permit. The conditions may include security and safety requirements, crowd management, noise restrictions, they may detail age restrictions, specify times when and the types of entertainment can be provided.

### **Are inspections required?**

Yes, staff will inspect the venue for state and city building codes, fire, plumbing, electrical codes, and zoning regulations and will identify corrections which must be addressed prior to permit issuance.

**Does the owner or manager need to be present on-site during entertainment?**

Yes, under the conditions of an entertainment permit (when entertainment activities/events are held), the listed permit holder and/or an approved manager (someone who has cleared fingerprinting/background) must be present at the establishment.

**At what point do I contact the Sacramento Police Department to schedule my fingerprinting appointment?**

First, you will notify the Entertainment Services staff via email at [entertainpermit@cityofsacramento.org](mailto:entertainpermit@cityofsacramento.org) that you would like to apply for an entertainment permit or add managers to your existing entertainment permit. You will complete the appropriate application or manager update form and return it to the Entertainment Services staff and process payment at that time. After the appropriate fees have been paid, and you have a copy of your receipt, you will be directed to contact the Sacramento Police Department to schedule your fingerprinting appointment.

**How do I modify the conditions of my ABC license?**

The permit holder must contact their local district office to request a Condition Modification.