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## **FAQ's: Limited Entertainment Permit (LEP)**

### **What is the difference between the new Limited Entertainment Permit (LEP) and the General Entertainment Permit?**

The limited entertainment permit is available to businesses with an occupancy of 299 or fewer where entertainment is supplemental to their primary operation. The Limited Entertainment Permit has greater limitation on the hours entertainment can be provided, permit fees are lower, may have reduced security requirements and fewer inspections than the general entertainment permit. The general entertainment permit is still available for businesses who want extended hours and/or have a higher occupancy.

### **Does my business qualify for a Limited Entertainment Permit?**

If your business wants to host entertainment on a regular basis to supplement its primary operations, like a restaurant or café with live music, a Limited Entertainment Permit may be right for you.

The following requirements apply:

- Entertainment is a supplementary operation to the primary use of the business
- Occupancy of 299 or less
- Entertainment ends at 10:00 pm on weeknights and 11:00 pm on weekends  
*(On New Year's Eve, entertainment may occur from 8:00 am until 1:00 am the following day)*

### **What are the application requirements?**

To apply for the Limited Entertainment Permit, the following items are required:

- Complete Application
- Narrative describing the business & intended entertainment schedule
- Site plan/layout
- Business Operations Tax Certificate (Attach Certificate)
- Maximum Occupancy (Attach Fire Occupancy)
- ABC License & Conditions (if applicable)
- Payment of new (2-year) permit fee: \$750

- Payment of live scan (fingerprinting) fees for each applicant and manager listed on the application: \$88/person

### **After I submit my application, what can I expect during the review process?**

After the Entertainment permitting staff receives your application and payment it will be routed to other City departments for review and comment. Typically, the application is routed to the Community Development Department (Code & Zoning), Police Department, Fire Department, the Office of Nighttime Economy, Council District Office, and the neighborhood association, other departments or jurisdictions may be consulted if necessary. These departments review the application and provide Entertainment permitting staff with recommendations and specific permit conditions. Every application is reviewed and investigated to consider the location, neighborhood concerns, type of entertainment requested, security concerns/requirements, etc.

Concurrently, the applicant and any listed managers will schedule an appointment with the Police Department for fingerprinting/Live Scan and submit appropriate forms. Property owners within 500 feet will be notified and the applicant will be required to post the notice at the location. A fire inspection will also be scheduled during this time.

### **What inspections are required for the Limited Entertainment Permit?**

A Fire inspection is required and may incur separate fees from the Fire Department.

The following fees may apply:

- Places of Assembly (A-2 & A-3)
- 50–99 occupants: \$667
- 100+ occupants: \$739
- Compressed Gas permit: \$601 (Required if more than 100 lbs. of CO<sub>2</sub> on site)

### **What are the fees and terms for the Limited Entertainment Permit?**

The fee for the Limited Entertainment Permit is \$750. The permit is valid for 2 years from the date it was issued. Prior to expiration, the permit holder is responsible for submitting a renewal application prior to permit expiration. The renewal fee is \$650. The permit may be extended for an additional 2 years if there haven't been any code violations or penalties issued.

**What if I apply for a Limited Entertainment Permit but want to offer entertainment past 11:00 pm on weekends?**

The Limited Entertainment Permit does not allow for entertainment past 11:00 pm on weekends. You would need to apply for a General Entertainment Permit instead. The General Entertainment Permit allows for entertainment past 11:00 pm.

**How long will it take to receive my permit after review?**

Submission of an application does not guarantee a permit will be issued. Before issuing an Entertainment Permit, the City of Sacramento will conduct a thorough investigation of the application. The Entertainment Services Division will gather all department recommendations regarding the approval or denial of the permit and shall either approve or deny the entertainment permit within (60) days of receipt of the completed application. An application is deemed complete when all the required information and support documentation has been submitted and accepted, including necessary inspections. An application may be considered incomplete and subject to denial for failure to have all inspections completed and approved in a timely manner. Live Scan/fingerprinting through the Sacramento Police Department must be completed and approved before an application can be deemed complete. The application permit may be denied if applicant fails live scan clearance in accordance with the Sacramento City Code.

**Where can I find out more information on the Entertainment Permit process, different types of permits, regulations, etc.?**

For more information, visit the City of Sacramento's Entertainment Division website at [www.cityofsacramento.gov/ccs/esd](http://www.cityofsacramento.gov/ccs/esd). For more information related to Entertainment definitions and regulations, applicants should read Chapter 5.108 of the Sacramento City Code. Visit the "Helpful Resources" section for other relevant information.