

Alcoholic Beverage Control  
 109 SW 9<sup>th</sup> Street, 5<sup>th</sup> Floor  
 PO Box 3506  
 Topeka KS 66601-3506



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 kdor\_abc.licensing@ks.gov  
[www.ksrevenue.gov/abc.html](http://www.ksrevenue.gov/abc.html)

## REQUEST TO PARTICIPATE IN COMMON CONSUMPTION AREA

### WHO IS REQUIRED TO COMPLETE THIS FORM?

On-Premise licensees and temporary permit holders immediately adjacent to or located within a permitted Common Consumption Area who wish to participate in the Common Consumption Area.

### INSTRUCTIONS TO COMPLETE THE REQUEST TO PARTICIPATE IN COMMON CONSUMPTION AREA (ABC-838):

Complete this form and return to the address or fax number above or e-mail to KDOR\_ABC.Licensing@ks.gov. Once approved, the licensee may allow patrons to remove alcoholic liquor purchased from the licensee into the premise described by ordinance or resolution for the Common Consumption Area.

<b>SECTION 1 – LICENSEE INFORMATION:</b>		
Licensee DBA Name	License Number	Common Consumption Area Permit Number
Requestor Name	E-mail Address	
Business Phone Number	Cell Phone Number	

<b>SECTION 2 – DIAGRAM:</b>
In the space below, in ink, draw a sketch of the licensed premise and the Common Consumption Area being requested to participate in or attach your drawing, provided it is not larger than 8½" X 11". The diagram must include the boundaries of the Common Consumption Area. <b>Architectural drawings are not accepted.</b>

Check one:     Diagram drawn             8½" X 11" drawing attached

The above named licensee, does hereby request to participate in a Common Consumption Area. In making this request, the above licensee understands that:

- a. They will comply with the ordinance or resolution established for the Common Consumption Area.
- b. All alcoholic beverages removed from the licensee's licensed premise must be in a container that displays the licensee's trade name, logo or other identifying mark that is unique to the licensee.
- c. They are liable for violations of all liquor laws governing the sale and consumption of alcoholic liquor that occur on the licensee's licensed premise.
- d. If they choose to cancel their participation in a Common Consumption Area, they must submit a request in writing to the ABC to withdraw their participation.
- e. They will keep the approved copy of this form (ABC-838) on the licensed premise.
- f. They will ensure the Common Consumption Area Permit is active prior to allowing patrons to remove alcoholic liquor from the licensed premise into the Common Consumption Area.

**Under penalties of perjury, I declare the information contained in this document a true, accurate and complete disclosure of information.**

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Printed Title

<input type="checkbox"/> Request Approved <input type="checkbox"/> Request Denied Reason Denied:	Signature of ABC Official	Date
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