

BYOB Licenses

- Required by a business that wishes to allow it's patrons of legal drinking age to bring their own bottles of alcoholic beverage for the purpose of consuming while at the establishment.
- Business must be located in the C-C Zoning District.
- No selling or serving of alcoholic beverages by business owner or their employees.
- Consumption of alcoholic beverages is permitted between the hours of 11:00 AM and 10:00 PM.
- Consumption of alcoholic beverages is permitted outdoors in areas designated as outdoor dining. Said area cannot be located within the street right-of-way.
- BYOB licenses are not transferrable in the event of a change in the establishment's ownership.
- BYOB license must be prominently displayed in the establishment. Placement of placard is suggested at the front entrance.
- General Information
 - All property tax bills and assessments for the property on which the establishment is located must be paid in full.
 - All Borough utility bills and assessments pertaining to the establishment must be paid in full.
 - Permit application forms may be picked up at our Office or printed from this site. Please print, complete and return both pages. Application must include a valid certificate of insurance indicating general liability coverage of a minimum of \$1,000,000 per occurrence. Proof of current insurance must be held by our Office throughout the life of the license.
 - Applications must be signed by all parties involved in the establishment as listed. In addition, the owner of the property must sign the application.
 - Application fee is paid at the time of the application's submittal. Checks should be made payable to Borough of Kutztown. Please do not send cash through the mail. We also accept VISA, Master Card, American Express and Discover.
 - Per the Code of the Borough of Kutztown Chapter 62, applications deemed complete will be reviewed within thirty (30) days. Applicants will be notified by phone when the review is complete and approved.
 - License is issued after the application is deemed approved. BYOB status begins upon the establishment's receipt of the license.
 - Licenses are valid through December 31 of the year in which said license was issued. [*Chapter 62-17.B*]
 - Submittal of license renewal must occur by December 1.

BYOB License Fees - *The fee schedule below will serve as a list of common fees charged and may not be inclusive of all possible fees associated with a project. Please contact the Community Development Office for more information.*

| License Fees | |
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| Application Fee | \$50.00 |