



APPLICATION FOR TEMPORARY EMPLOYEE PERMIT

State Form 54632 (R2 / 4-21)

INDIANA ALCOHOL AND TOBACCO COMMISSION

- INSTRUCTIONS:**
1. Type or print legibly.
 2. Complete Steps 1 through 4.
 3. Submit this permit application and payment to the Indiana State Excise Police (ISEP) district where the temporary event will be held. Please see the ISEP district addresses at the end of this form.

This permit may be issued for use at the location covered by and during the time period of Temporary permit only.

STEP 1. GENERAL INFORMATION

Name of applicant (first, middle initial, last)		
Address (number and street, city, state, and ZIP code)		
Daytime telephone number ()	E-mail address	
Sex ☐ Male ☐ Female	Date of birth (month, day, year)	Age
Temporary permit number	Date(s) of Temporary Permit (month, day, year)	
Location where Temporary Permit is to be used		

STEP 2. BACKGROUND QUESTIONS - READ CAREFULLY PRIOR TO ANSWERING.

☐ Yes	☐ No	Have you ever been convicted of operating while intoxicated in Indiana or of a similar charge in any other state? <i>If yes, please list the month, day, year, and location of your conviction(s):</i> _____
☐ Yes	☐ No	Are you currently serving a sentence, including any term of probation for operating while intoxicated in Indiana or a similar crime in another state?
☐ Yes	☐ No	Have you had an application for an alcoholic beverage permit or employee's permit denied, revoked, or suspended within the last five (5) years? If yes, explain: _____
☐ Yes	☐ No	Have you ever had a driver's license in any other state? <i>If so, you must attach a copy of your driving record from that state.</i>
☐ Yes	☐ No	Do you know that it is a Class B Misdemeanor, punishable by up to six (6) months in jail and a \$1,000 fine, for knowingly serving an intoxicated person?
☐ Yes	☐ No	Do you know that it is a Class B Misdemeanor, punishable by up to six (6) months in jail and a \$1,000 fine, for recklessly, knowingly, or intentionally selling or furnishing alcoholic beverages to a minor?
☐ Yes	☐ No	Do you know that an excise officer may enter, inspect, and search a permit premises in which you work without a warrant and you must produce proof of your temporary employee permit on demand?
☐ Yes	☐ No	Do you know that the alcoholic beverage laws are part of the criminal code and are enforceable by every law enforcement officer in the State of Indiana?

STEP 3. FEE AND PAYMENT SCHEDULE

Temporary Employee Permit (Fee \$5.00 per IC 7.1-3-18-11(d)) You may work on your receipt at the Temporary event noted on this application. Payment by mail may be made by money order, business check, cashier's check, or certified check. Cash accepted only if hand delivered to ATC office.

STEP 4. SIGNATURE AND AFFIRMATION

I certify that this application was completed by myself. I affirm under penalties of perjury that I am at least twenty-one (21) years of age and that all information provided on this form is true and correct. I understand that it is a felony under Indiana law to misrepresent or falsify any portion of this application, and also realize I may be fined.		
Signature of applicant	Printed name of applicant	Date signed (month, day, year)

Indiana State Excise Police (ISEP) district addresses (Please visit <https://in.gov/atc/isep/contact-us/> to determine your ISEP district.)

District 1 52422 County Road 17 Bristol, IN 46507 Telephone: (574) 264-9480 Fax: (574) 264-9348	District 3 41 W 300 N Crawfordsville, IN 47933 Telephone: (765) 362-8815 Fax: (765) 362-8817	District 5 3650 South US 41 Vincennes, IN 47591 Telephone: (812) 882-1292 Fax: (812) 882-1386
District 2 1353 South Governors Drive Columbia City, IN 46725 Telephone: (260) 244-4285 Fax: (260) 244-3830	District 4 651 South Commerce Drive Seymour, IN 47274 Telephone: (812) 523-8314 Fax: (812) 522-5681	District 6 6400 East 30th Street Indianapolis, IN 46219 Telephone: (317) 541-4100 Fax: (317) 541-4104