



Department of Commerce
COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
Caller Box 10007, Saipan MP 96950
Tel: (670) 664-3014 • Fax (670) 664-8074
Website: www.commerce.gov.mp



(I.) NON-PROFIT TEMPORARY LICENSE REQUIREMENTS

INSTRUCTIONS

Application forms and other required documents must be completed (typed or printed legibly) before submitting to the Alcoholic Beverage and Tobacco Control (ABTC) Division. If you have any questions, please call the ABTC Division at 664-3014, or email to commerce.gov.mp

(II.) REQUIREMENTS

1. ABC Application Form
2. Current Original Police Clearance/Criminal Record (for applicant or authorized persons, manager, agent or supervisor. (provide copy of valid I.D. card)
3. Letter of intention for proposed temporary activity. (address letter to ABTC Director)
4. List of authorized person(s) to sell and serve alcoholic beverages. (provide copy of valid I.D. card)
5. Copy of Business License
6. Copy of Coastal Resources Management (CRM) permit. (If applicable)
7. Copy of Bureau of Public Lands (BPQ) permit. (If applicable)
8. Copy of National Parks and Recreations Services (NPRS) permit. (If applicable)
9. Copy of American Memorial Park (AMP) permit. (If applicable)
10. Copy of Marianas Visitors Authority (MVA) permit. (If applicable)
11. Map of exact location

(III.) ISSUANCE OF TEMPORARY LICENSE

1. The applicant or its authorized representative with a written authorization is authorized to pick up temporary license.
2. Issuance of the license must be logged out and signed by the applicant or its authorized representative.
3. The applicant must be familiar with the provisions of 4 CMC, Chapter 5 and its Rules and Regulations.

(IV.) IMPORTANT REMINDER

All temporary licenses issued shall at all times be conspicuously posted and exposed to view for inspection on the licensed premises.