



MULTNOMAH COUNTY SHERIFF'S OFFICE  
Sheriff Nicole Morrissey O'Donnell

**OLCC Special Event Application Information Sheet**

**Applicant Information**

**Full Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Last First Middle  
**Address:** \_\_\_\_\_  
Street Address Apartment / Unit #  
City State Zip Code  
**Phone #:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_  
**Date of Birth:** \_\_\_\_\_ **Driver's License #:** \_\_\_\_\_  
**Driver's License State:** \_\_\_\_\_

**Event Information**

**Address:** \_\_\_\_\_  
Street Address Apartment / Unit #  
City State Zip Code  
**Phone #:** \_\_\_\_\_

**Required Documents**

Prior to submission, ensure the following is attached to prevent any delays in processing

- Completed OLCC Application
- Copy of Driver License(s) of the legal owner(s)
- \$35 Processing Fee (Make checks payable to Multnomah County Sheriff)
- Map of the location of the event (basic layout of event)

Please indicate how you would prefer the application to be returned to you

- Email signed copy to the email address listed on this form.
- Mail signed copy using USPS
- Leave message for in person pick up