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Applying for an Emergency Liquor License in the City of Portland during the COVID State of Emergency

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The City of Portland Liquor Licensing Program will accommodate businesses in the difficult time by processing liquor license applications received through the mail.

The OLCC is currently approving temporary liquor licenses during the COVID State of Emergency. Even with a temporary emergency liquor license, applicants must still submit all liquor license applications and fee payments to the appropriate local government for processing.

How to Submit an Emergency Temporary Liquor License to the City of Portland during the COVID State of Emergency:

The City of Portland Liquor License Program office is currently closed. You must submit your liquor license applications and payments through the mail.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Emergency liquor license application for Additional Privileges must include:

1. Complete OLCC application packet initialed by OLCC staff with date and License Action.
 - a. Packet includes: Application, Business Information Form, and LLC/Corporate Questionnaire (if entity)
2. Check for the processing fee (\$75). Checks should be made out to the City of Portland.

Mail application and a check for the processing fee amount to:

Liquor Licensing, Attn: Annual License
1221 SW 4th Ave, Rm 110
Portland, OR 97204

City of Portland will process your application in 45 days and OLCC will be in communication with you about the status of your application.