



CITY OF TOPEKA

Brenda Younger, City Clerk M.M.C.
City Hall, 215 SE 7th St., Room 166
Topeka, KS 66603

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Tel: 785-368-3940
www.topeka.org

Non-Contiguous Service Area (NCSA) in a CCA Request Form

Submit this request form and all required documentation to: City of Topeka City Clerk's Office; 215 SE 7th Street, Room 166; Topeka, Kansas 66603 or email cclerk@topeka.org. For assistance call [785-368-3941](tel:785-368-3941) during business hours. Anyone submitting this request form must first have been approved by the State of Kansas ABC to participate in an established CCA, a copy of which has been provided to the City Clerk.

Licensee Information

Name of
Business/Organization:
On-Premise Business
Address:
Name of Authorized
Representative:
Email:
Phone:

Non-Contiguous Service Area Information

Location of area to be
designated as NCSA:

Dates and Hours
NCSA will be used:

Other Required Documentation

- (1) Attach a map or drawing showing location of area requesting to be designated as a non-contiguous service area.
- (2) Attach documentation of proof of the property owner's consent for licensee to use location for a non-contiguous service area.

Signature of Requestor: _____

Date Request Submitted: _____

OFFICE USE ONLY

Date Received: _____ Received by: _____

Date Reviewed: _____ Reviewed by: _____

Date Approved: _____ Approved by: _____