



LIQUOR LICENSE APPLICATION

City of Fenton, Missouri
625 New Smizer Mill Road, Fenton, MO 63026
P 636.343.2080 • F 636.343.1183

Office Use Only: Fee \$ _____
Received on: _____

Please make checks payable to: **City of Fenton**

- New Application Renewal Application Change of Managing Officer

NEW applications must be submitted 45 days prior to plan opening date. RENEWAL applications must be submitted no later than May 15th of each year.

Annual Liquor Licenses cover the period July 1st through June 30th of each year, **fees may be pro-rated if the application is made after July 1.**

Business Information

Ownership Information Sole Proprietor Partnership Corporation / LLC Other _____

Legal Name of Entity: _____

DBA Name (if different): _____

Physical Address: _____ City: _____ State: _____ Zip: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____
(if different)

Phone #: _____ Business Email: _____

Description of Type of Business: _____

Is this business a nonprofit? Yes No Missouri Sales Tax #: _____

Corporation: State of Incorporation: _____ Date of Incorporation: _____

Charter #: _____ Occupancy Permit #: _____

Retail Licenses - Application for (check all that apply):

By the Drink

- By the Drink Malt Liquor (Beer) *[includes Sunday Sales]* (5BD) \$ 75.00
- By the Drink Malt Liquor (Beer) & Light Wine (5BDW) \$ 75.00
- By the Drink Malt Liquor (Beer) & Light Wine **Sunday Sales** (5SBD*) \$300.00
- By the Drink Intoxicating Liquor (RBD) \$450.00
- By the Drink Intoxicating Liquor **Sunday Sales** (SBD*) \$300.00

Package

- Package Malt Liquor (Beer) *[includes Sunday Sales]* (5OP) \$ 75.00
- Package Liquor (OPL) \$150.00
- Package Liquor **Sunday Sales** (SOP*) \$300.00

Liquor Wholesale Solicitor

- 5% Wholesale Solicitor (5WS) \$ 75.00
- 22% Wholesale Solicitor (22WS) \$150.00
- Liquor Wholesale Solicitor (LWS) \$375.00

Liquor Manufacturing/Solicitor

- 5% Manufacturer Solicitor (5MS) \$150.00
- 22% Manufacturer Solicitor (22MS) \$300.00
- Liquor Manufacturer Solicitor (LMS) \$675.00

Liquor Solicitor

- 5% Solicitor (5S) \$ 75.00
- 22% Solicitor (22S) \$150.00
- Liquor Solicitor (LS) \$375.00

Tasting Permit

- Wine, malt beverage, distilled spirit tastings on the licensed premises for on-premises consumption. \$ 37.50 annually

Retail Liquor license application checklist:

New Retail Liquor License Applications only - must include:

- Description of the premises to which the license applies, including a site plan and a line drawing of the room(s) and/or areas in the buildings in which the controlled substances are stored, exhibited for sale, and served and consumed;
- A recent photograph of the place of business for which the license is sought; and
- A copy of fully executed deed or lease for premises to which such license is to apply.

All Retail Liquor License Applications must include:

- Completed application in full (with Occupancy Permit # included);
- Completed St. Louis County Police background check authorization form;
- A copy of the Managing Officer's current Missouri voter registration card;
- A color copy of the Managing Officer's Missouri driver license or other government issued photo document with an address that matches the voter registration address;
- A copy of Certificate of Naturalization for the Managing Officer if admitted to U. S. citizenship as applicable;
- Name and addresses of managing officer, partners, shareholders, and/or officers as applicable;
- A copy of all liquor licenses issued by the Missouri Division of Alcohol and Tobacco Control;
- Certificate of "no sales tax due" verifying that all state & local sales taxes are paid to date. (not more than 90 days old) Missouri Department of Revenue, Phone: 573-751-3505, Web: <http://dor.mo.gov/>;
- Payment for license fee; and
- Read and understand Fenton ordinance regarding Alcoholic Beverages (Chapter 600) <https://ecode360.com/27878999>.

A SEPARATE LICENSE SHALL BE TAKEN OUT FOR EACH OF THE FOLLOWING:

An application for a permit under this Section shall be made to the City Clerk at least five (5) business days prior to the event.

Liquor permit application checklist:

- Designate the kind of license desired (including date(s) of event);
- Location or address thereof;
- Written permission of property owner(s); ****Any Event held within City Parks or Park Facilities requires City approval.****
- Completed St. Louis County Police background check authorization form;
- A color copy of the Managing Officer's Missouri driver license or other government issued photo document with an address that matches the voter registration address;
- A copy of all liquor licenses issued by the Missouri Division of Alcohol and Tobacco Control;
- Payment for license fee; and
- Read and understand Fenton ordinance regarding Alcoholic Beverages (Chapter 600) <https://ecode360.com/27878999>.

Temporary Permit

- Sale by the drink to be limited to a maximum of seven (7) days for on-premises consumption. \$37.50 per event

Date(s): _____ Location(s): _____

Festival Permit

- Sell intoxicating liquor by the drink at retail for consumption on the premises. \$15.00 per day

Date(s): _____ Location(s): _____

Caterer Permit

- Possesses qualifications and meets requirements Chapter 600, including Section 600.040. \$15.00 per day

Date(s): _____ Location(s): _____

The City reserves the right to request additional information deemed necessary to make a determination regarding the issuance of a liquor license.

Is this business located within 200 feet of a church and/or school? Yes No

If Yes, please explain and include names and addresses (attach additional sheet, if necessary)

If the license is sought for a premises which was issued a valid license for the previous license term, were there any instances of violations involving:

The State, County, or Fenton Liquor Code including sales to minors? Yes No

The Fenton Land Use Code? Yes No

The Fenton Building Code? Yes No

The St. Louis County Health Code? Yes No

If you answered yes to any of the above, explain _____

Applicant/Managing Officer's Information

Managing Officer's full name: _____

Home Address _____ City _____ State _____ Zip _____
(Give street and number) (no P.O. Box)

Phone # _____ Alt. Phone # _____ Email Address _____

Date of birth _____ Place of Birth _____
(Month) (Day) (Year)

Social Security # _____ Driver's License # _____

Length of residence at current address: _____

Managing Officer previous addresses for last three (3) years, if different from above: _____

1. Are you a US Citizen? Yes No
If naturalized, give date/place of naturalization _____ / _____

2. Have you ever been arrested in the US for the violation of any City, state, or Federal law? (Do not include minor traffic offenses.) Yes No
If Yes, please explain _____

3. Have you ever been found guilty of a crime in the US for which you served time, received a suspended sentence, were placed on probation, or paid a fine? (Do not include minor traffic offenses.) Yes No
If Yes, please explain _____

4. Have you ever been convicted of a felony? Yes No
If Yes, please explain _____

5. Have you ever had a liquor permit revoked? Yes No
If Yes, please explain _____

6. Have you ever declared bankruptcy or been insolvent? Yes No
If Yes, please explain _____

If applicant is not the owner of the premises, then state the nature of applicant's interest in the premises:

LIST THE NAMES, ADDRESSES, AND PHONE # OF ALL PERSON, PARTNER, OFFICERS, DIRECTORS, and/or STOCKHOLDER in accordance with 600.055 (B). (attach additional sheet, if necessary)

Name	Address	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Applicant's Affidavit:

I, as Applicant, hereby agree and swear under penalty of perjury and revocation of the liquor license that: (a) the information in this application is true; (b) no material information was purposefully left out of the application; (c) I have read and understand the prohibition of certain activities in conjunction with my liquor license as set forth in §600.056 of the Fenton Liquor Code; and, (d) I meet all the requirements for a liquor license in the Fenton Liquor Code (§600.055) including that neither I, nor any officer, director or shareholder of a corporate applicant have been convicted of a felony or of any distribution, sale or possession of any controlled substances or dangerous drugs, been convicted since the ratification of the 21st Amendment to the Constitution of the United States of the violation of any law applicable to the manufacture or sale of intoxicating liquor, and that I have not employed in my business any person whose license has been revoked or who has been convicted of violating the provisions of such law since the date aforesaid, and no liquor license previously issued to me, or the business I represent, has been revoked within two (2) years of the date of this application.

Signature

Date

***** FOR OFFICE USE ONLY*****

Approved Board: _____ License # issued _____

**AUTHORIZATION FOR ST. LOUIS COUNTY POLICE
INVESTIGATION
For Liquor License Application**

******Please include a copy of current driver's license******

Name: _____ Date: _____
Address: _____ Date of Birth: _____
Social Security No. _____ Phone: _____

I authorize the St. Louis County Police Department to make an inquiry or background investigation and gather any criminal or non-criminal documents of present and past activities regarding my character, integrity, reputation, and performance.

I understand that all materials pertaining to this investigation become the property of the St. Louis County Police and will not be made available or returned to me. I understand that in the event my application is disapproved, the sources of information obtained are confidential and cannot be revealed to me.

I agree to indemnify and hold harmless the persons to whom this request is presented, along with their company or organization, the St. Louis County Police, and the City of Fenton therein from any and all claims, damages, losses, and expenses, including reasonable attorney's fees arising out of complying with this request.

Signature