

RETAIL LIQUOR DEALER'S LICENSE APPLICATION
VILLAGE OF GLEN ELLYN, ILLINOIS

Revised 9/2011

() New Application
() Renewal Application
() Change in Corporate Ownership

Date Received: _____
License Class (es): _____

APPLICANT (CORPORATE) NAME: _____
NAME OF BUSINESS: _____
BUSINESS ADDRESS: _____
PHONE #: _____ EMAIL ADDRESS: _____
MAILING ADDRESS FOR CORRESPONDENCE: _____
(if different from above) _____

Pursuant to provisions of Chapter 19 of Title 3 of the Village Code of the Village of Glen Ellyn, Illinois, otherwise known as the Liquor Control Code, the undersigned hereby makes application for a Retail Liquor Dealer's License for the period: July 1, _____ through June 30, _____

SCHEDULE OF ANNUAL FEES FOR RETAIL LIQUOR DEALER'S LICENSE

<u>LICENSE</u>	<u>FEE</u>
<u>Initial Application Fee</u>	\$ 500
<u>Annual Renewal Fee</u>	
Class A-1 Restaurant (beer and wine only)	1,500
Class A-2 Restaurant (non-"hard" liquor)	1,500
Class A-3 College of DuPage – CHC	1,500
Class B-1 Restaurant (all types of liquor)	2,500
Class B-2 Hotel/Motel	4,000
Class B-3 Hotel/Motel (Supplemental to Class B-2)	2,500
Class B-4 Banquet Facilities (Supplemental to Class B-1)	2,500
Class B-5 Public Sidewalk (Supplemental to Table and Chair Agreement-A-1, A-2, B-1)	100
Class B-6 Retail Business- served with Cooking Classes	1,500
Class C-1 Package (sale area more than 300 sq. ft.)	3,000
Class C-2 Package (sale area 300 sq. ft. or less)	2,000
Class C-3 Package (sale area more than 300 sq. ft – 70% wine)	2,000
Class D-1 Package Beer & Wine Only (sale area 10 sq. ft. or less)	500
Class D-2 Package Beer & Wine Only (sale area between 10 sq. ft. – 500 sq. ft.)	2,000
Class D-3 Gas Station	2,000
Class D-4 Package Beer & Wine Only (sale area between 500 sq. ft. – 1500 sq. ft.)	2,000
Class E One-Day Special Event	20
Class F Restaurant (delivery of beer & wine)	200
Class G Outdoor Sales	250
Class H Amusement Devices (plus \$100 per device)	100
Class I Mail Order Sales	1,000
Class J Caterer	350
Class K Park District Miniature Golf Course	200
Class L Restaurant (beer & wine for after-hours meetings only)	200
Class M Beauty Shop	500
Class N Wine by the Glass, Wine Tasting	500
Class O College of DuPage – McAninch Arts Center	1,500

NOTE: The full fee is due at time of application or renewal. Please make the check payable to the Village of Glen Ellyn. Certified or Cashier's check preferred - \$50 fine for returned checks.

FOR REGULATIONS PERTAINING TO PERSONS ELIGIBLE FOR A LIQUOR LICENSE, SEE
SECTION 3-19-10 OF THE GLEN ELLYN LIQUOR CONTROL CODE

Individual persons who must be identified in this application are:

1. If Individually owned, the sole proprietor of the business.
2. If a Partnership, all persons with ownership interest in the partnership.
3. If a Corporation, any officer, any director and all persons owning directly or beneficially 5 percent or more of the corporate stock of the business. (If necessary, attach additional sheet.)
4. Any person who will function as a manager of the business.

Required information on all persons so identified in categories 1-4 above must be listed below.

Name: _____ Social Security #: _____ Birthdate: _____ Birthplace: _____ Home Address: _____ City: _____ Home Phone: _____ Business Title: _____	Name: _____ Social Security #: _____ Birthdate: _____ Birthplace: _____ Home Address: _____ City: _____ Home Phone: _____ Business Title: _____
Name: _____ Social Security #: _____ Birthdate: _____ Birthplace: _____ Home Address: _____ City: _____ Home Phone: _____ Business Title: _____	Name: _____ Social Security #: _____ Birthdate: _____ Birthplace: _____ Home Address: _____ City: _____ Home Phone: _____ Business Title: _____
Name: _____ Social Security #: _____ Birthdate: _____ Birthplace: _____ Home Address: _____ City: _____ Home Phone: _____ Business Title: _____	Name: _____ Social Security #: _____ Birthdate: _____ Birthplace: _____ Home Address: _____ City: _____ Home Phone: _____ Business Title: _____

Note: Any change in ownership or management at local location of the business must be reported in writing to the Liquor Control Commissioner at Village of Glen Ellyn, 535 Duane St., Glen Ellyn, IL 60137 within ten (10) days of that change.

FINGERPRINTS

All persons applying for a new liquor license and any new officers of a corporation and/or local managers are required to be fingerprinted and to provide the Glen Ellyn Police Department with a list of home and business addresses for the previous ten years and any aliases.

1. Are fingerprints already on file with the Village of Glen Ellyn? Yes _____ No _____
2. Have there been any changes in local management/corporate officers in the last year?
Yes ____ No ____
3. If necessary, please call the Glen Ellyn Police Department at 630/469-1187 to schedule an appointment. A fingerprinting fee of \$34.25 per person applies.

APPLICANT/INDIVIDUAL INFORMATION

1. Is any person listed on page 2 a public official or a law enforcement officer? YES____NO____
If YES, list name(s) and give particulars:

2. Have any of the persons listed on page 2 been convicted of a violation of Federal, State or local law? YES _____ NO _____
If YES, please indicate the date and place of occurrence of the violation(s), type of violation(s) and the resulting judicial decision(s):

3. If business is Individually owned or a Partnership, are all persons listed on page 2 citizens of the United States? YES _____ NO _____
Have any such persons been naturalized? YES _____ NO _____
If YES, state name(s), date(s) and place(s) of naturalization:

4. If business is Individually owned or a Partnership, are all persons listed on page 2 residents of the Village of Glen Ellyn? YES _____ NO _____
5. Specify the principal nature of the business conducted by the Applicant:

6. How long has the Applicant been in that type of business? _____
7. Provide the DATE of the following:
- Filing of the Assumed Name of the business
with the DuPage County Clerk: _____
- or
- Formation of Partnership: _____
- or
- Incorporation as an Illinois corporation: _____
- or
- Qualification Under Illinois Business
Corporation Act (if a foreign corporation): _____
8. List Applicant's Retailer's Occupation Tax Number (ROT): _____
- A. Is Applicant delinquent in payment of ROT (sales tax)? YES _____ NO _____
If YES, state reason for this delinquency: _____
- B. Is Applicant delinquent under the 30-day credit law
provisions of the Illinois Liquor Control Act? YES _____ NO _____
If YES, state reasons for this delinquency: _____
- C. Is Applicant delinquent in any taxes owed to the State? YES _____ NO _____
9. Has any manufacturer, importer or distributor directly or indirectly paid for
or agreed to pay for this license or advanced money or anything of value or
credit (other than merchandising credit in the ordinary course of business
for a period not to exceed ten days)? YES _____ NO _____
10. Is any manufacturer, importer or distributor directly or indirectly interested
in the ownership, conduct or operation of the place of business? YES _____ NO _____
11. Is the Applicant or any affiliate, subsidiary or any person required to be
identified in this application engaged in the manufacture, import or
distribution of alcoholic liquors (other than distribution as allowed by
this license if granted)? YES _____ NO _____
12. Does the Applicant possess a current Federal wagering and gaming
device stamp? YES _____ NO _____
If YES, give particulars: _____
13. Has the Applicant obtained or applied for an Illinois State Liquor License? YES _____ NO _____
14. Has the Applicant been issued any other liquor license by the
Federal government or by any State or any subdivision thereof? YES _____ NO _____
If YES, indicate place and date of such issuance: _____
If any such license has ever been revoked, specify reason(s): _____
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15. Has the Applicant applied for a liquor license for any other location other than the premises listed on this application ? YES _____ NO _____

If YES, state the disposition of such application: _____

16. Has the Applicant filed for other current licenses or business registration required by the Village of Glen Ellyn? YES _____ NO _____

17. Does the Applicant own the premises listed on this application? YES _____ NO _____

18. Does the Applicant lease the premises listed on this application? YES _____ NO _____

If YES, list the name(s) and address(es) of the owner(s) of the Premises; or if the premises is held in trust, list the names and addresses of all owners of beneficial interest:

19. Is a copy of the current lease enclosed with this application? (Lease term must exceed the term of liquor license applied for.) YES _____ NO _____

If no, is a copy of the current lease on file with the Village of Glen Ellyn? YES _____ NO _____

Date of expiration of lease: _____

20. Is the premises within 100 feet of the real property of any church, school, hospital, military or naval station, home for the aged or indigent persons or for veterans, their wives or children? YES _____ NO _____

INSURANCE COVERAGE

1. Has the Applicant included proof of Dram Shop Insurance or Liquor Liability Insurance for the Village of Glen Ellyn with this application? YES _____ NO _____

2. Does the insurance policy cover the time period from July 1, ___ thru June 30 ___?

YES _____ NO _____

If no, please contact your insurance provider and request the policy to cover this time period.

BASSETT -- Beverage Alcohol Sellers & Servers Education & Training

1. Each applicant for a liquor license shall have each person who will supervise or be in charge of the sale of liquor upon commencement of their license successfully complete a beverage alcohol sellers and servers training (BASSET) program conducted by an agency license by the Illinois Liquor Commission, or successfully complete a State of Illinois certified alcohol awareness program, prior to issuance of a liquor license. Proof of successful completion of BASSET training shall be required prior too issuance of the liquor license. (Ord.5677, 04-28-2008)

2. Each employee whether or not supervisory of a class A-1, A-2,A-3, B-1, B-2, B-3, B-4, B-5, B-6, C-1, C-2, C-3, D-1, D-2, D-3, D-4, E, F, G, I, J, K, L, M, N or O license, who is engaged in the selling, mixing, preparing, serving or delivering of alcoholic beverages to customers, guests or patrons, for consumption on or off the premises, shall successfully complete a BASSET program conducted by an agency licensed by the Illinois liquor control commission, or successfully complete a state of Illinois certified alcohol awareness program. Such training shall be completed not more than ninety (90) days after the employee begins employment with the licensee. A copy of the employee's certificate of completion of training shall be filed with the Glen Ellyn liquor commission. (Ord. 5677, 4-28-2008; amd. Ord. 5686, 6-23-2008; Ord. 5749, 4-27-2009)

3. Liquor license holders shall keep a standing record of when the required BASSET training, and/or successfully completed state of Illinois certified alcohol awareness program, was completed. This will include, but is not limited to, a photocopy of a BASSET card and/or a photocopy of a certificate from a state of Illinois certified alcohol awareness program. This standing record shall be kept on the business premises and available for inspection by representative(s) of the Glen Ellyn liquor commission or other village representative. (Ord. 5677, 4-28-2008)

List all employees currently employed by applicant who are required per above ordinance to be trained in BASSET/Alcohol Awareness training.

<u>Name of Employees</u>	<u>Training thru G. E. Police Department</u>	<u>Thru Other Resources*</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(If more space is needed – use reverse.)

***If Beverage Alcohol Sellers & Servers Education & Training was received anywhere other than through the Glen Ellyn Police Department, a copy of the certificate or card indicating successful completion of training must be supplied along with this application.**

