



CHANGE IN PERSONNEL FOR ALCOHOLIC LIQUOR CONTROL

This form should be used for any changes in key personnel made during the current license year pursuant to §111.015 Of The Alcoholic Liquor Code (Changes in Personnel). Key personnel include Ownership, Officers, Directors, Shareholders & any on premise General Manager, or Manager designated as the Licensee's Liquor Manager at the licensed location, and on the application for the current license year.

	Name & Address	Name of Licensee (Corporate Name)	% of Earning/ Shares Held	Date of Birth	Driver's License #
Owner					
Officer					
Director					
Shareholder					

Within ten (10) days of any change to the Liquor Manager conducting business for the Licensee, the new Liquor Manager shall complete the proper application information below, arrange to be fingerprinted by the City's Police Department, provide a copy of his/her Basset Certificate, and pay a fee of \$150.00.

*** Local Liquor Manager:**

Name: _____

Residence Address: _____

Length Of Time At Such Address (Years): _____

If Less Than One Year, Prior Address: _____

Length Of Time At That Address: _____

Place And Date Of Birth: _____

Driver's License Number: _____

Experience In Handling Alcoholic Liquor Or In Conducting A Business Of The Character For Which A License Is Being Applied: _____

Home And Business Telephone: _____

Number Of Hours On Premises: _____

*** THE LIQUOR MANAGER DESIGNATED ON THE LICENSEE'S APPLICATION FOR THE CURRENT LICENSE YEAR, OR ON THIS CHANGE IN PERSONNEL FORM MUST BE ON THE LICENSED PREMISES NOT LESS THAN THIRTY-FIVE (35) HOURS PER WEEK.**