



CITY OF PALOS HEIGHTS

RETAIL LIQUOR LICENSE APPLICATION

OFFICE OF THE MAYOR

7607 W. College Drive

Palos Heights, IL 60463

This application must be completed **in its entirety** and returned with the following required documentation.

- Application fee of \$2,500.00 (\$500.00 non-refundable processing fee if denied/cancelled)
- License fee based on class type
- Copy of Driver's License
- Copy of Naturalization papers, if applicable
- Certificate of Insurance including Liquor Liability Insurance, not less than one million dollars per occurrence **stating the City of Palos Heights as additional insured.**

TO THE LIQUOR COMMISSIONER OF THE CITY OF PALOS HEIGHTS: The undersigned hereby makes application for the issuance of a retailer's license for the sale of alcoholic liquor for the term ending December 31, 20____; and hereby certifies to the following facts; and agrees that any license issued shall be issued on the basis of the following facts; and that if any of the following facts are amended without prior approval of the Liquor Commissioner, said license may be revoked or suspended at the discretion of the Liquor Commissioner.

Date: _____

Name of Business: _____

Name of Applicant: _____

Address of Business: _____

Business Phone #: _____

1. License Class and Annual Fee (check one):

- ☐ **Class A** - \$2,000 - Permits the sale or offer for sale at retail any liquor, wine, or beer within city limits, for consumption only on the premises.
- ☐ **Class B** - \$2,000 – Permits the sale or offer for sale at retail any liquor, wine, or beer on premises 2500 square feet or greater. Not for consumption on premises.
- ☐ **Class D** - \$1,850 - Permits the sale or offer for sale of alcoholic beverages within the city limits, for consumption on the premises only, and only upon and within a private club.
- ☐ **Class E** - \$2,200 - Permits the sale or offer for sale of alcoholic beverages within the city limits in sealed containers only and only for consumption off the premises.
- ☐ **Class F** - \$1,850 - Permits the sale or offer for sale of alcoholic beverages within the city limits with consumption on the premise of a golf course.
- ☐ **Class G** - \$1,125 - Permits the sale or offer for sale at retail in an establishment, any wine, or beer, within the city limits, for consumption only on the premises, where the same is sold or offered for sale, provided that the sale or offer to sell at retail wine, or beer, is not the principal business therein, but is incidental to the furnishing of food for consumption on the premises, such as in the case of restaurants and hotels. Does not permit the licensee to sell wine, or beer, in original packages not for consumption on the premises.
- ☐ **Class H** - \$1,500 - Permits the sale or offer for sale at retail in an establishment of less than 2500 square feet in size, liquor, wine, or beer, within the city limits, where the sales are made in original packages only, not for consumption on the licensed premises, provided that the sale of liquor, wine, or beer, or offer for sale at retail, is not the principal business of licensed premises, but is incidental to the business, such as the case of package liquor departments in a

2. Type of Business Entity (check one):

- ☐ Individual
- ☐ Partnership
- ☐ Corporation
- ☐ Other (Specify) _____

3. The following information must be provided with respect to any and all individual owners, partners, corporate officers, corporate directors, managers, and, if a corporation, all persons or corporation owning directly or holding 5% or more of the corporation stock:

Name: _____ Phone #: _____

Home Address: _____

Birth Date: _____ Birth Place: _____

Unites States Citizen (Y/N): _____ If Naturalized, state date and place: _____

Percentage of Stock held or percentile interest in partnership: _____

Name: _____ Phone #: _____

Home Address: _____

Birth Date: _____ Birth Place: _____

Unites States Citizen (Y/N): _____ If Naturalized, state date and place: _____

Percentage of Stock held or percentile interest in partnership: _____

Name: _____ Phone #: _____

Home Address: _____

Birth Date: _____ Birth Place: _____

Unites States Citizen (Y/N): _____ If Naturalized, state date and place: _____

Percentage of Stock held or percentile interest in partnership: _____

Name: _____ Phone #: _____

Home Address: _____

Birth Date: _____ Birth Place: _____

Unites States Citizen (Y/N): _____ If Naturalized, state date and place: _____

Percentage of Stock held or percentile interest in partnership: _____

**Any new individual, that replaced one of the listed individuals, must qualify and shall file a statement with the City Mayor providing the appropriate information in this application*

4. Does the applicant own premises for which this license is sought? (Y/N) _____
- **If not, attach a copy of the lease.**
5. Is the location of applicant's business for which license is sought within 100 feet of any church, school, hospital, home for the aged or indigent persons or for veterans, their wives or children? (Y/N) _____
6. Has any governmental body revoked, suspended or refused to renew or issue a license to the applicant? (Y/N) _____
- If so, provide date and reasons thereof

7. Has any officer, manager, or director of said corporation, or any stockholder or stockholders owning in the aggregate more than five percent (5%) of the stock of such business, ever been charged with any felony under any Federal or State law? (Y/N) _____
- If so, provide names, persons, date, and nature of the offense and the disposition of said charge(s):

8. Description of Business:

AFFIDAVIT

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

The undersigned swear (or affirm) that the corporation in whose name this application is made will not violate any of the ordinances of the City of Palos Heights or the laws of the State of Illinois or of the United States of America, in the conduct of the place of business and that the statements contained in this application are true and correct to the best of our knowledge and belief.

(President signature)

(Secretary signature)

Subscribed and sworn to before me this
_____ day of _____, _____

(Seal)

(Notary Public)

My Commission Expires: _____

AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION
FOR USE BY AUTHORIZED PERSONNEL OF THE
City of Palos Heights

I, _____, do hereby authorize a review of and full disclosure of all records concerning myself to a duly authorized agent of the City of Palos Heights whether the said records are of a public, private or confidential matter.

The intent of this authorization is to give consent for full and complete disclosure of criminal arrest records, employment records, and the records and recollections of attorneys at law, or of other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had interest.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability as an owner/manager to obtain a liquor license by the City of Palos Heights. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this liability which may be incurred as a result of the release or collection of such information.

I also understand this authorization to furnish information is executed in consideration of the processing of my application pending before the Liquor Commission.

A photocopy of this release will be valid as an original thereof even though the said photocopy does not contain an original writing of my signature.

I have read and fully understood the contents of the "Authorization for Release of Personal Information".

X

Signature

Date

X

Witness Signature

Date