

LIQUOR LICENSE APPLICATION & RENEWAL FORM

211 Sinclair Avenue, South Roxana, IL 62087

Phone: 618-254-2086 | Fax: 618-254-0542

Email: clerk@southroxana.org

SECTION 1: APPLICATION TYPE

New Application

Renewal Application (Update necessary information in Sections 7 and 8)

SECTION 2: APPLICANT INFORMATION

Applicant Name: _____

Date of Birth: _____

Citizenship: U.S. Citizen Naturalized (Date/Location: _____)

Home Address: _____

Phone Number: _____

Email Address: _____

If applying on behalf of a corporation, partnership, or club:

Business Name: _____

Business Address: _____

Type of Business: _____

FEIN Number: _____

Date of Incorporation: _____

List of Owners/Partners (Include Names, Addresses, and Percentage of Ownership):

SECTION 3: BUSINESS DETAILS

Business Location: _____

Description of Premises (Size, Layout, etc.): _____

Days & Hours of Alcohol Sales: _____

Does the business comply with local zoning laws? Yes No

SECTION 4: BACKGROUND INFORMATION

Has the applicant or any business partners been convicted of a felony? Yes No



If Yes, provide details: _____

Has the applicant had a previous liquor license revoked? [] Yes [] No

If Yes, explain: _____

SECTION 5: INSURANCE & COMPLIANCE REQUIREMENTS

- A Certificate of Insurance with required Dram Shop Liability Coverage must be attached.
 - All employees serving alcohol must have BASSET Certification.
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SECTION 6: LICENSE TYPE & FEES

(Select the appropriate license type and include payment with the application)

[] Class A (On-Premises Consumption) - \$ _____

[] Class B (Retail Package Sales) - \$ _____

[] Class C (Club License) - \$ _____

[] Class D (Special Event) - \$ _____

[] Other: _____

SECTION 7: CERTIFICATION & SIGNATURE

I, the undersigned, affirm that all statements made in this application are true and that I agree to comply with all applicable laws and ordinances. I acknowledge that providing false information may result in denial or revocation of the liquor license.

Applicant Signature: _____

Date: _____

Notary Public:

State of Illinois

County of _____

Subscribed and sworn before me this ____ day of _____, 20

Notary Signature: _____

SECTION 8: RENEWAL APPLICANTS – REQUIRED UPDATES ONLY

(Complete only if this is a renewal application)

- Business Information Changes (if applicable): _____
- Updated Ownership Details (if applicable): _____

- Updated Insurance Documentation Attached? Yes No
 - Updated BASSET Certification for Employees Attached? Yes No
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FOR OFFICE USE ONLY

Date Received: _____

Police Approval: Yes No

Approved by Village Board on: _____

License Number Issued: _____

