

## City of Wentzville



## APPLICATION FOR LIQUOR LICENSE

**City of Wentzville  
City Clerk  
1001 Schroeder Creek Blvd.  
Wentzville MO 63385**

### INSTRUCTIONS

- Please TYPE or PRINT this application using only blue or black ink.
- Answer all questions fully or indicate “N/A” if not applicable.
- Attach copies of any additional supporting documents requested.
- If the establishment is a corporation and/or a partnership, please provide a list of names, address and date of birth of Corporate Officers/Partners.
- All other types of liquor licenses not listed, please contact the City Clerk
- Submit completed application to the City Clerk with payment of required license fee(s).
- If a new license, applicant must apply for a “City Business License” prior to the issuance of a liquor license.
- If a renewal license, applicant must obtain a “City Business License” prior to the issuance of a liquor license.
- No guarantee of issuance with payment. If license is not granted, the license charge shall be refunded to the applicant.

### CONTACTS

Vitula Skillman, City Clerk & License Support Staff

636 327 5101

Revised November 20, 2017 H:\City Clerk\License\Liquor\Liq Lic App Revisions

### Commonly asked Questions

- Liquor Licenses are due annually, and the term runs from July 1 through June 30 the following year. (excluding special event licenses)
- If a license is issued in the middle of the term, fees will be prorated. The applicant will need to reapply at renewal time. Please contact the City Clerk to find out the prorated amount before submitting the application.
- If this is a new license, the applicant will need to obtain the City’s license first, then apply with the State and finally St. Charles County. It is best to begin the process no later than a month prior to the desired beginning license date.
- Special events often require special permits and requests. Please contact the City Clerk to see if your event / liquor license request will require any special permits.

**OVER** →

## TYPE OF LIQUOR LICENSE REQUESTED

Check the following that apply:  Renewal     New

Term of license: \_\_\_\_\_ through \_\_\_\_\_  
 (yearly licenses run from 7/1-6/30)

TYPE OF LICENSE		FEE
<input type="checkbox"/> Full Liquor by the drink	<b>Section 600.230.5.b (If New, Requires a CUP)</b>	\$450.00
<input type="checkbox"/> Original Package	<b>Section 600.230.B.4.a &amp; 600.060</b>	\$150.00
<input type="checkbox"/> Wine by the Drink	<b>Section 600.230.B.5.b (If New, Requires a CUP)</b>	\$75.00
<input type="checkbox"/> Sunday Sales-Sale of Intoxicating Liquor at Retail	<b>Section 600.200</b>	\$300.00*
<input type="checkbox"/> Sunday Original Package	<b>Section 600.200 &amp; 600.230.B.4.b</b>	\$300.00
<input type="checkbox"/> Picnic Liquor By The Drink License (7 Days) <b>Must get letter of consent from property owner.</b>	<b>Section 600.230.C.1 &amp; 600.210.A&amp;B</b>	\$37.50
<input type="checkbox"/> One Day Catering Permit (charge per day)	<b>Section 600.230.C.3</b>	\$ 15.00*
<input type="checkbox"/> 5% Beer by the Drink License (includes Sundays)	<b>Section 600.230.B.5.a (If New, Requires CUP)</b>	\$75.00
<input type="checkbox"/> 5% Beer Original Package (includes Sundays)	<b>Section 600.230.B.4 &amp; 600.060</b>	\$75.00
<input type="checkbox"/> Tasting License (must already have a liquor license)	<b>Section 600.220 &amp; 600.230.C.2</b>	\$ 37.50*
<input type="checkbox"/> Consumption License	<b>Section 600.230.C.3</b>	\$ 90.00
<input type="checkbox"/> Liquor Wholesale Solicitor License	<b>Section 600.230.B.3.c</b>	\$750.00
<input type="checkbox"/> Liquor 22% Wholesale Solicitor	<b>Section 600.230.B.3.b</b>	\$300.00
<input type="checkbox"/> Not for Profit The Supervisor of Liquor Control may issue a liquor license to a not-for-profit corporation for any type of liquor license for a fee of \$150 per license type.	<b>Section 600.230.F</b>	\$150.00
<input type="checkbox"/> Manufacturing, Brewing, etc. \$7.50/100 barrels. Limits may apply see city clerk.	<b>Section 600.230.B.1</b>	See City Clerk

**\*Secondary License Type-Requires a Primary License to Qualify.**

**OVER** →

**CITY OF WENTZVILLE - LIQUOR LICENSE APPLICATION CONTINUED**

Business Name: \_\_\_\_\_

Trade Name: \_\_\_\_\_

Physical Business Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_ home \_\_\_\_\_ cell \_\_\_\_\_

<b>Applicant Manager Name:</b> _____ <b>Home Address:</b> _____ <b>Phone Numbers:</b> _____ home _____ cell _____ <b>Managers DOB:</b> _____ <b>Social Security #</b> _____ <b>Legal Voter at:</b> _____ <b>Are you a taxpaying citizen of the County, Town, City or Village where you reside in the state?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
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Description of premises: \_\_\_\_\_

Has a license held by the applicant manager/owner for the sale of intoxicating liquor or non-intoxicating beer ever been revoked?  
 YES  NO If yes, give times and places: \_\_\_\_\_

Has the applicant manager/owner ever been convicted of any law applicable to the manufacture or sale of intoxicating liquor or non-intoxicating beer since the ratification of the Twenty-First Amendment of the Constitution of the United States?  
 YES  NO If yes, give times and places: \_\_\_\_\_

\*\*\*\*\*

I, \_\_\_\_\_ hereby consent to a complete criminal record check being made,  
 \_\_\_\_\_  
 Manager of Named Business (If no manager the owner needs to complete this section)

\_\_\_\_\_  
 Print Name (Manager) Signature (Manager) Date

\*\*\*\*\*

I, \_\_\_\_\_ hereby testify that the above information is correct,  
 valid, \_\_\_\_\_ and truthful.  
 Owner of Named Business

\_\_\_\_\_  
 Print name (Owner) Signature (Owner) Date

<b>CITY USE ONLY - DO NOT WRITE IN THIS SPACE</b>		
<b>Planner Review:</b> _____	<b>Police Dept: Approved/Rejected</b> _____	<b>Signature:</b> _____
<b>Signature</b>	<b>Date</b>	<b>Chief</b>
<b>Approved by Supervisor of Liquor Control:</b> _____		<b>Date:</b> _____
<b>Business License #:</b> _____		

**NOTE:** City Ordinance in effect shall take preference over this form on all matters.