



## CITY OF HARDIN, TEXAS ALCOHOLIC BEVERAGE PERMIT APPLICATION

PROJECT ADDRESS: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

OWNERS NAME: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

**PERMIT FEE = \$25.00**

METHOD OF PAYMENT    ____ CASH    ____ CHECK
AMOUNT PAID: \$ _____

TYPE OF PERMIT:        RETAIL BEER / WINE        RESTAURANT        OTHER

   CHANGE OF LOCATION \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT'S PRINTED NAME: \_\_\_\_\_

OWNER

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## **ALCOHOLIC BEVERAGE PERMIT INSTRUCTIONS**

Thank you for your interest in a City of Hardin Alcoholic Beverage Permit. The purpose of this document is to assist in making this process as easy as possible; however, if for any reason you have any questions, please call the City of Hardin at (936) 298-2117.

### **How to Obtain and Application for an Alcoholic Beverage License:**

You may obtain an alcoholic beverage application in two ways: 1) download an application at the following link: <http://www.tabc.state.tx.us> or 2) pick up an application at TABC's Houston Regional Office, 427 West 20<sup>th</sup> Street, Suite 600, Houston, Texas 77008-2497, (713) 426-7979.

### **Obtaining Certifications from the City:**

Once the application from TABC is complete, you will file a completed original permit application with the City of Hardin, in person, at 142 CR 2010 – Liberty, Texas, (936) 298-2117 or via mail to:

**City of Hardin**  
**P.O. Box 324**  
**Hardin, Texas 77561**

### **City Inspections:**

City Inspections must be undertaken to ensure that the license/permit sought is in compliance with City code and ordinances related to the sale of alcoholic beverages within the city limits. City Staff will review and confirm code compliance required for the authorization of an Application for an Alcoholic Beverage License, the requirements being:

- \* Verification that the location is within the city limits
  
- \* Verification that the location is in a wet area for the license/permit you are seeking, and is not within three hundred (300) feet of a church, public school or hospital.

### **Completion of Inspection:**

Once the inspection / verification has been determined, the City Secretary will sign off on the TABC application and notify the applicant of certification. The applicant will have the option to either pick up the application or mailed via regular ground mail.

### **Notify the City of Hardin upon receipt of State License:**

Once you are in receipt of your state license/permit, please provide the City of Hardin with a copy and remit payment of related city fees, which is one-half (1/2) of the state fee.

### **City of Hardin Alcoholic Beverage Permit:**

Upon receipt of City fees and copy of State license, the City of Hardin will process your payment and issue an Alcoholic Beverage Permit. The City Permit **MUST** be displayed/posted with the State license at all times.

### **City Permit Renewal:**

Each year, the City permit must be renewed. Payment (cash or check) may be made in person at 142 CR 2010, or by mail. Upon State license renewal, please submit a copy to the City Secretary.

### **Notification of Changes:**

The City of Hardin must be notified of any change of name, owner, type of license, or closing of business.

### **Questions?:**

For TABC application questions, please contact the Houston Regional Office at (713) 426-7979. For questions that pertain to the City of Hardin Alcoholic Beverage Permit process, please contact the City of Hardin at (936) 298-2117.