



RETAIL LIQUOR LICENSE Application for May 1, 2023 – April 30, 2024

Check one: ___ Original Application ___ Renewal Application Liquor License Class ___

Business or Corporation Name _____

This name must be consistent with the name printed on your State of Illinois Retailer’s Liquor License and on your Illinois Department of Revenue Sales Tax Registration Certificate.

Business Address _____ Round Lake Park, IL 60073

Business Phone: _____

Illinois Department of Revenue Occupation Tax Number: _____

Illinois Retail Occupation Tax Identification Number, if applicable: _____

This Business is: ___ Partnership ___ Co-Partnership ___ Limited Partnership
___ Corporation ___ Owner/Sole Proprietor ___ Other (Attach Explanation)

Name of Applicant: _____

HomeAddress: _____

City _____ State ___ ZipCode _____

Phone _____ Drivers License Number _____

United States Citizen: ___ YES ___ NO Social Security Number _____

Date of Birth: _____ Place of Birth: _____

If naturalized, date and place of naturalization: _____
(Use additional paper if necessary)

Name of Co-Applicant _____

HomeAddress: _____

City _____ State ___ ZipCode _____

Phone _____ Drivers License Number _____

United States Citizen: ___ YES ___ NO Social Security Number _____

Date of Birth: _____ Place of Birth: _____

If naturalized, date and place of naturalization: _____
(Use additional paper if necessary)

In the case of corporation for profit, club, or organization, list the date of incorporation above and the purpose for which it was formed _____
the names and addresses of the Officers and Directors, and if a majority in interest of the stock of such corporation is owned by one person, or his nominees, list the name and address of such person(s), and a statement that the corporation is in good standing in the State of Illinois.

Name _____

Full Address _____

Name _____

Full Address _____

(Use additional paper if necessary)

Character of Business of the Applicant _____

Length of time that such applicant has been in business of that character, _____ or in the case of a corporation the date on which its charter was issued _____.

Corporate applicants shall furnish the Illinois corporate number ("D" for domestic corporations; "F" for foreign corporation; "N" for not-for-profit corporations) assigned to the corporation by the Secretary of State for the State of Illinois. _____

Identify the main parties of interest (the person who will control the business):

This person must be listed above. _____

If you intend to have the business conducted by a manager or agent, identify such person.

Name: _____

Home Address: _____

City: _____ State _____ Phone _____

Social Security No. _____ Date of Birth _____ Drivers License No: _____

Each shareholder of a corporate applicant owning more than five percent (5%) of the shares of the corporation shall answer the following questions. Such shareholder shall also furnish his/her fingerprints and photograph if requested by the Local Liquor Control Commissioner.

Have any of the officers, partners, shareholders and/or the applicant ever operated a dram shop business the license of which was revoked for any reason? YES _____ NO _____

Have any of the officers, partners, shareholders and/or applicant ever been convicted of a felony, and is not disqualified to receive a license under Federal, State Law or under the ordinances of this village? YES _____ NO _____

Have any of the officers, partners, shareholders and/or applicant ever held a Liquor License in Illinois which was revoked for cause? YES _____ NO _____

Are any of the officers, partners, shareholders and/or applicant currently delinquent in payments to the Illinois Department of Revenue, Village of Round Lake Park or other governmental entity? YES _____ NO _____

Does the entity for which this application is made have a Federal gaming device stamp or a Federal wagering stamp issued for the current tax year? YES _____ NO _____

If any answer is YES to the above questions, attach a separate sheet with explanation(s)

Every licensee shall provide evidence, satisfactory to the Local Liquor Control Commissioner, of the issuance of a policy of liquor liability insurance (Dram Shop) and a policy insuring against general liability for any injury or death on account of acts of negligence, omission, or in violation of the Liquor Control Act. Said general liability policy shall carry a minimum of \$50,000 per person and \$100,000 per occurrence for injury or death; the Dram Shop policy shall cover the maximum amount of potential liability as provided by State law. Each licensee shall furnish the Local Liquor Control Commissioner a certificate of such insurance and, in the event of cancellation, immediately notify the Local Liquor Control Commissioner of such cancellation in writing. Upon such cancellation, the licensee shall suspend business operations.

§111.49 - INSURANCE REQUIRED.

Identify the insurance carrier with which you have, (or will have upon issuance of a Liquor License) dram shop coverage and supply certificate of such insurance as outlined in in the above ordinance. Attach a copy of your insurance certificate.

Carrier: _____

Agent: _____

Coverage: _____

Identify the holder of title of the real estate on which the business to which this application applies will be located:

Name: _____

Address: _____

City: _____ State: _____ Phone: _____

If the property is leased, identify the lessee and the lessor and the date of expiration of said lease.

Lessee Name: _____

Lessee Address: _____

City: _____ State: _____ EXP. DATE _____

Lessor Name: _____

Lessor Address: _____

City: _____ State: _____ EXP. DATE _____

Estimate of Goods and Merchandise on hand at time of application: \$ _____

I do hereby certify that if such license is granted, I will not violate any law of the state of Illinois, the United States of America, nor any Ordinance of the Village of Round Lake Park, Illinois, in the conducting of my place of business under such license. If requested, I will have to supply such other information as the Local Liquor Commissioner shall reasonably require. I swear that the enclosed information and certificates supplied are all true and correct. §111.17

APPLICANT

DATE

Beverage Alcoholic Sellers And Servers Education Training Program Verification
§ 111.45 Completion Of Education Training Program Required.

Business Name: _____

Address of Business: _____ Round Lake Park, IL 60073

Name of:

Owner: _____ Manager: _____

Bartender 1: _____ Certificate expiration: _____

Bartender 2: _____ Certificate expiration: _____

Bartender 3: _____ Certificate expiration: _____

Bartender 4: _____ Certificate expiration: _____

Bartender 5: _____ Certificate expiration: _____

Bartender 6: _____ Certificate expiration: _____

Name & Address of School Attended Date of Training Name of Course

Name of Person(s) who attended:

Date of next class session: _____

Name of Person(s) scheduled to go:

Attach Copies of Certificate of Completion and Copies of Photo Identification

CHECKLIST AND LIQUOR LICENSE RENEWAL FEES

All documents must accompany this Liquor License Application.

- **Business License Application for Renewal for 2023 and all pertaining documents.**
- **Basset Training Certificates for ALL employees selling and/or serving alcoholic beverages and a copy of photo identification of the person who completed the BASSET training as outlined in Ordinance §111.45.**
- **Business License and Liquor License Fees paid in full prior to license approval. (§111.16 see below) Cash or Check preferred. Credit Card payments are accepted and a 2.25% fee is charged.**
- **Certificate of Liability Insurance**
- **A photocopy of the State of Illinois Liquor License.**

§ 111.16 LICENSE CLASSIFICATIONS, FEES, NUMBER ISSUED.

Class A.

Description. Authorizes the retail sale on the licensed premises specified of alcoholic liquors, spirits, wines, beer, ale or other liquids containing more than one-half of one percent of alcohol by volume for consumption on the licensed premises specified;

Application fee: \$1,300;

Annual renewal fee: \$1,050;

Class A-2

Description. Authorizes the retail sale on the licensed premises specified of beer, ale, and wine only, but no other alcoholic liquors for consumption on the licensed premises;

Application fee: \$1,175;

Annual renewal fee: \$925;

Class B.

Class B-1

Description. Authorizes the retail sale on the specified licensed premises of alcoholic liquor for consumption on the premises only. This license only applies to establishments known as restaurants. A restaurant for purposes of this license is any public place kept, used, maintained and held out to the public as a place where meals are prepared and served for consumption on-site, such space being provided with adequate and sanitary kitchen and dining room equipment and capacity and having employees therein, a sufficient number and kind of employees to prepare, cook and serve suitable food for its guests. This license shall only apply to such establishments as defined herein and where the gross sales of liquor do not exceed 40% of the overall gross receipts of the business.

Servers. Authorizes employees of the age of 19 years or older to take and deliver liquor order on the premises. Employees must be 21 years of age or older to pour liquor or receive payment for the sale of liquor.

Application fee: \$ 1,275.

Annual renewal fee: \$1,025.

Class B-2

Description. Same as B-1 license description except that a B-2 license shall authorize the retail sale on the specified licensed premises of beer, ale and wine only. No other alcoholic liquors are permitted.

Application fee: \$1,150

Annual renewal fee: \$900.

Class C.

Class C-1

Description. Authorizes the retail sale of alcoholic liquors for consumption only on the licensed premises specified and which shall be issued only to a regularly organized veterans or service-persons' club or not-for-profit organization maintaining permanent club quarters irrespective of the size of their membership and having a national or state charter.

Application fee: \$700 Annual renewal fee: \$450.

Class C-2

Package sales, live entertainment, outdoor sales provisions applicable to A-1, A-2, B-1, B-2 and C-1 licenses. Any license other than D-1, D-2, D-3, and E-1, may by paying an additional fee or fees as follows apply for, but shall not be entitled to as a matter of right the following additional annual permits which shall be ancillary to their respective license:

- *Package sales—Defined.* Authorizes the retail sale for those permitted beverages authorized by the respective license of original, unopened containers and packages only for consumption away from the licensed premises. Annual additional fee: \$250.
- *Live entertainment.* Authorizes the licensee to provide live indoor entertainment. Annual additional fee: \$250.
- *Outdoor sales.* An additional permit to allow for the onsite outdoor sales and consumption of authorized beverages in separately cordoned areas contiguous to the building of the licensed premises excluding the public way and sidewalks with approval by the liquor commissioner after presentation and approval by the building inspector of a specific site plan designating the placement of same. Annual additional fee: \$250

Class D.

Class D-1

Description. Authorizes the retail sale of alcoholic liquors, spirits, wine, beer, or ale, in original unopened containers and packages only for consumption away from the licensed premises specified, for an establishment commonly known as a package liquor store.

Application fee: \$1,275. Annual renewal fee: \$1,025.

Class D-2 licenses:

Description. Authorizes the retail sale on the licensed premises specified of beer, ale or wine only, but no other alcoholic liquors in original unopened containers and packages only for consumption away from the premises.

Application fee: \$1,150. Annual renewal fee: \$900.

Class D-3 licenses:

Description. Authorizes the retail sale of alcoholic liquors, spirits, wine, beer, or ale, in original unopened containers and packages only for consumption away from the licensed premises specified, as well as the retail sale of beer, ale, and wine for consumption on the specified premises. This license would allow the operation of a liquor store with the allowance of serving beer, ale, and wine for consumption on the premises for the primary purpose of accommodating statutorily authorized video gaming machines. Consumption on premises shall be confined and limited to the restricted area immediately surrounding the gaming machines.

Application fee: \$1,275. Annual renewal fee: \$1,025.

Class E

- (1) Licenses also known as Special Event Licenses which shall authorize the retail sale on the licensed premises specified of alcoholic liquors, spirits, wine, beer, ale or other liquids containing more than one-half of one percent of alcohol by volume for consumption on the premises when sold by a not-for-profit organization for not more than a 24-hour event. Class E licenses may be issued for the entire year for those dates designated by the applicant in advance, but in no event shall the applicant be permitted more than 12 such 24-hour events per year. In the event that during the year, the applicant wishes to change said date or dates for such 24-hour events, then the applicant shall in advance notify the Local Liquor Control Commissioner of the village, in writing, and only upon the written approval of the Local Liquor Control Commissioner shall the modification or change be permitted.
- (2) Anything in the above paragraph to the contrary notwithstanding, there is hereby authorized a Special Event License for the benefit of not-for-profit corporations, voluntary nonprofit associations, church groups, and not-for-profit organizations. The cost of the Special Event License shall be \$75 and shall only be good for a 24-hour period. No group, as defined above, may obtain a Special Event License for more than 12 days in any Municipal fiscal year (May 1 to April 30 of the following year), nor may any such Special Event License be applied for more than three consecutive days in a row nor more than six days out of 14 consecutive days. Such Special Event Licenses shall be issued upon application to, upon approval of, the Local Liquor Control Commissioner. Application shall be accompanied by the fee of \$75.
- (3) Applications for a Class E license shall contain the following information:
 - (a) The name of the sponsoring organization;
 - (b) The name and address of a responsible officer of that organization;
 - (c) The police number, name and amount of coverage of appropriate dram shop insurance;
 - (d) The premises on which the license shall be utilized;
 - (e) A copy of the State Charter, if any;
 - (f) A copy of the appropriate State license;
 - (g) Such other information as is reasonably required by the Local Liquor Control Commissioner.

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