



City of Auburn Alcohol Permit Annual Renewal Checklist

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | City of Auburn Alcohol Permit Renewal Application fully completed, signed, dated and notarized |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of applicant(s) state driver's license |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of State of Georgia Alcohol License |
| <input type="checkbox"/> | <input type="checkbox"/> | Copy of Occupational Tax or Occupational Tax Application attached |
| <input type="checkbox"/> | <input type="checkbox"/> | Criminal History & Background Check Form completed, signed, dated and notarized |

Auburn Municipal Code Chapter 5.50.150 Expiration, renewal of license.

A. All licenses granted under this chapter shall expire on December 31st of each year. Licensees who desire to renew their licenses shall file applications, with the requisite fee enumerated in Section 5.50.110 of this chapter, with the city clerk on the form provided for renewal of the license for the ensuing year. Applications for renewal must be filed before November 30th of each year. Any renewal applications received after November 30th shall pay, in addition to the annual fee, a late charge of twenty percent. If license application is received after January 1st, such application shall be treated as an initial application and the applicant shall be required to comply with all rules and regulations for the granting of licenses as if no previous license had been held. If a license application is received after January 1st, investigative and administrative costs will be assessed.

B. All licenses granted under this chapter shall be for the calendar year, and the full license fee must be paid for a license application filed on or before July 1st of the license year. One-half of a full license fee shall be paid for a license application filed after July 1st of the license year except for applications for temporary licenses which shall not be halved.

C. Any person renewing any license issued under this chapter who shall pay the required fee, or any portion thereof, after January 1st, shall, in addition to the annual fee and late charges, pay simple interest on the delinquent balance at the annual rate then charged by the Internal Revenue Service of the United States on unpaid federal income taxes. (Ord. 03-004 (part), 2003)



P.O. Box 1059, 1369 Fourth Avenue, Auburn, GA 30011

P : 770-963-4002 F : 770-513-9255

City of Auburn Alcohol Permit Renewal Application

BUSINESS INFORMATION SECTION			
LEGAL BUSINESS NAME			
BUSINESS ADDRESS (PHYSICAL ADDRESS)			
CITY		STATE	ZIPCODE
PRIMARY PHONE NUMBER	SECONDARY NUMBER OR MOBILE	FAX NUMBER	
FEDERAL EMPLOYMENT ID NUMBER (FEI)		GEORGIA SALES TAX ID NUMBER (STI)	
GEORGIA DEPARTMENT OF REVENUE ALCOHOL LICENSE NUMBER			

INFORMATION ON OWNERS, PARTNERS & OFFICERS

NO CHANGE

No transfer of license is allowed pursuant to Chapter 5.50.130 of the Auburn Municipal Code. Refer to Chapter 5.5.130 in regards to exceptions to this section. For any changes in this section, please contact the City Clerk for further details.

MAILING ADDRESS CORRECTION

No Change

If there has been a change then enter new address below:

MAILING ADDRESS (IF DIFFERENT FROM THE BUSINESS ADDRESS)			
CITY		STATE	ZIPCODE

BUSINESS STATUS SECTION

- SOLE PROPRIETORSHIP
- PARTNERSHIP **DATE THAT PARTNERSHIP WAS FORMED:** _____ (PROVIDE LEGAL PROOF OF PARTNERSHIP)
- CORPORATION (THIS INCLUDES S CHAPTER AND LIMITED LIABILITY) (PROVIDE IRS LETTER OF CORPORATE STATUS)



P.O. Box 1059, 1369 Fourth Avenue, Auburn, GA 30011

P : 770-963-4002 F : 770-513-9255

City of Auburn Alcohol Permit Renewal Application

PERSONAL INFORMATION OF PRIMARY OWNER OR REGISTERED AGENT SECTION			
NAME OF OWNER OR REGISTERED AGENT			
DRIVER'S LICENSE NUMBER (APPLICANT MUST POSSESS A VALID GEORGIA DRIVER LICENSE)			
DATE OF BIRTH (MM/DD/YYYY FORMAT)		SOCIAL SECURITY NUMBER	
PRIMARY PHONE NUMBER		SECONDARY NUMBER OR MOBILE	
PHYSICAL HOME ADDRESS			
CITY		STATE	ZIPCODE

License Renewal Type

Please type or print with a black ball point pen

- RETAIL SALES TO BE CONSUMED ON THE PREMISES (**CHECK ALL THAT APPLY**)
 - DISTILLED SPIRIT SALES (FOR THE FIRST FIXED BAR) - \$4,000.00
 - DISTILLED SPIRIT SALES WITH SUNDAY SALES - \$4500.00
 - BEER SALES - \$500.00
 - BEER SALES WITH SUNDAY SALES - \$585.00
 - WINE SALES - \$500.00
 - WINE SALES WITH SUNDAY SALES - \$585.00
 - BEER & WINE SALES - \$1,000.00
 - BEER & WINE SALES WITH SUNDAY SALES - \$1,125.00

- RETAIL PACKAGE SALES (**CHECK ALL THAT APPLY**)
 - BEER SALES - \$500.00 BEER SALES WITH SUNDAY SALES - \$585.00
 - WINE SALES - \$500.00 WINE SALES WITH SUNDAY SALES - \$585.00
 - BEER & WINE SALES - \$1,000.00 BEER & WINE SALES WITH SUNDAY SALES - \$1,125.00
 - 24 HOUR SALES-\$412.00 GROWLER SHOP \$500.00

- WHOLESALE ALCOHOL SALES WITH DEALER LOCATED IN CITY LIMITS (**CHECK ALL THAT APPLY**)
 - BEER SALES - \$250.00
 - WINE SALES - \$250.00
 - BEER & WINE SALES - \$500.00
 - DISTILLED SPIRIT SALES - \$1,000.00

- WHOLESALE ALCOHOL SALES WITH DEALER LOCATED OUTSIDE CITY LIMITS
 - ALCOHOLIC BEVERAGE SALES - \$1,000.00

- HOTEL/MOTEL ALCOHOL SALES
 - IN ROOM SERVICE - \$100.00

Add Total Amount of license types selected : _____ (Line 1)

Criminal History & Background Check: **\$15.00** (Line 2)

Total Renewal Cost: _____ (Add Line 1 and 2)



P.O. Box 1059, 1369 Fourth Avenue, Auburn, GA 30011

P : 770-963-4002 F : 770-513-9255

City of Auburn Alcohol Permit Renewal Application

I understand that a violation of any of the regulations of the City of Auburn, or a violation of any law or regulations of the state of Georgia, pertaining to the sale of malt beverages or wine, shall subject my permit to immediate revocation, and that permit may be revoked at the discretion of the City Council, or the City of Auburn Police Department.

I, _____, solemnly swear, subject to the criminal penalties for false swearing, as provided under Georgia, that all information in this application and supporting documents for a renewal of a license to sell alcoholic beverages in City of Auburn, Georgia are true and correct to the best of my knowledge and I fully understand that any false information may cause the denial or revocation of said license. Should any changes occur during the year for which the license is issued pursuant to this application, which would require a different answer to any questions contained in this application, such change will be reported as an amendment to this application within two business days. The failure to make such amendment shall be cause for the revocation of any license.

I have received and have read a copy of the City of Auburn, Georgia Alcohol Ordinance.

Signature of applicant: _____

Date: _____

Sworn to and subscribed before me this the ____ day of _____, 20____

NOTARY PUBLIC

*THIS APPLICATION MUST BE NOTARIZED

Applicants who are denied may not reapply for a license for at least one year from the final date of such denial [Ord.5.50.070 (e)].

Office Use Only

Total renewal cost: _____

Date Application Submitted: _____

Date Paid: _____

Yes No

Has the applicant marked all the boxes "No Change"? There is no transfer of license allowed per Ch. 5.50.130 except as otherwise provided

Has the applicant Paid all Fees?

Has the Criminal History & Background Check been reviewed and approved by APD

Permits & License Clerk: _____ Date: _____

City Clerk Signature: _____ Date: _____

**LICENSE FOR THE SALE OF ALCOHOLIC BEVERAGES
CITY OF AUBURN GEORGIA**

Do not write in this section. This section is for department use only.

“This license is a mere privilege subject to be revoked and annulled, and is subject to any further ordinances which may be enacted.”