

INFORMATION SHEET
FOR
CITY OF TRUSSVILLE
ALCOHOL APPLICATION

1. The application for a City of Trussville alcohol license upon an appropriate form supplied by the City Clerk. This original application, along with all supporting paperwork, and three (3) copies of the application and supporting paperwork shall be filed with the City Clerk. All spaces and items must have a response.

2. There shall be an application fee of \$ 250.⁰⁰. The City Clerk shall not accept the application until all fees are paid by the applicant to cover the expense of advertising, investigation, and processing. This fee is not refundable.

3. The applicant agrees to produce for oral interrogation any person(s) requested by the City Council, when deemed necessary to ascertain facts relative to the license application.

4. Copies of the application shall be distributed by the City Clerk to the Chief of Police, the city building inspector, and the city treasurer or designated finance officer to aid in their investigation.

4. The City must conduct their investigation and furnish the complete report to the City Council within forty-five (45) days of receipt of the license application. The City Council may shorten or extend the time for the investigation as deemed appropriate under the circumstances. The City Council shall act on the application within thirty (30) days of receiving the results of the completed investigation.

5. Upon receipt of an application, together with the results of the investigation and recommendations made thereon, the City Clerk shall cause notice to be published two times in a newspaper of general circulation published in the county, stating that the application will be considered at the next regular meeting of the City Council. This notice must be published as aforesaid two times at least six (6) days in advance of the next regular meeting of the City Council, and shall further state the time and place that same is to be considered and that at such time and place all interested persons shall have an opportunity of being heard in opposition to or in favor of the application. Such publication shall be at the Applicant's expense and must be paid prior to action by the City Council.

6. All applicants seeking consent and approval for a license shall certify to the City Council that notice of the application, stating the day and time it is to be heard and considered at said public hearing, has been circulated to residences and businesses within seven hundred fifty (750) feet of the proposed establishment sought to be licensed by leaving a copy of said notice with each such resident or business or with some person over eighteen (18) years of age at the home of each such resident or at each such business at least six (6)

days before the public meeting at which it is expected to be heard and considered by the City Council. Property owners, if different from the resident or business, will be notified by certified mail, return receipt requested. Notification must be done by the applicant.

No license shall be approved by the City Council when the distance between the premises to be licensed and a school, church, or library is less than seven hundred fifty (750) feet. Provided, however, that the aforesaid distance restrictions shall not apply in the following enumerated cases:

- (1) Where the licensed premises are separated from the school, church, or library by a street or highway having four (4) or more traffic lanes; or
- (2) Where the licensed premise is a grocery store as defined herein; or
- (3) Where the licensed premise is a restaurant as defined herein; or
- (4) Where the school, church, or library was established after the licensed premises began operation and said operation has not been abandoned or discontinued for a period of six (6) months.

A full copy of City of Trussville Ordinance No. 95-001-ADM may be obtained at Trussville City Hall. This ordinance details prohibited acts, prohibited persons, duties of the management, and other pertinent information. It is strongly suggested that you familiarize yourself with this ordinance.

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Note: All questions must be answered. If not applicable state N/A.

BUSINESS INFORMATION

Name of Business _____

Location Address _____

Mailing Address _____

Phone _____ FAX _____

Tax Identification Number: Federal _____ State _____

Circle One: Proprietorship Partnership Association Corporation Unincorporated

Parent Company _____

Address _____

Phone _____ FAX _____

APPLICANT INFORMATION

Full Name _____

Address _____

How Long _____ Phone: Day _____ Night _____

Date of Birth _____ Place of Birth _____

If naturalized citizen: Date _____ Where _____

Driver's License Number _____ State _____

Social Security Number _____

List the following information for each partner, member, officer, and director. (Form may be duplicated.)

Full Name _____

Address _____

How Long _____ Phone: Day _____ Night _____

Date of Birth _____ Place of Birth _____

If naturalized citizen: Date _____ Where _____

Driver's License Number _____ State _____

Social Security Number _____

Full Name _____

Address _____

How Long _____ Phone: Day _____ Night _____

Date of Birth _____ Place of Birth _____

If naturalized citizen: Date _____ Where _____

Driver's License Number _____ State _____

Social Security Number _____

Full Name _____

Address _____

How Long _____ Phone: Day _____ Night _____

Date of Birth _____ Place of Birth _____

If naturalized citizen: Date _____ Where _____

Driver's License Number _____ State _____

Social Security Number _____

SITE LOCATION INFORMATION

Property Owner(s) Name _____

Owner(s) Address _____

Phone _____

Property Owner(s) Name _____

Owner(s) Address _____

Phone _____

Names and addresses of Lessees or Sublessees.

Full Name _____

Address _____

Full Name _____

Address _____

Full Name _____

Address _____

Full Name _____

Address _____

NOTE: If property is leased, a copy of the lease agreement under which the applicant has the right of possession must be attached. However the amount of monthly rental or other compensation paid to the lessee under said lease may be struck out on the attached copy.

MISCELLANEOUS

NOTE: All applications seeking the consent and approval of the City Council for a license, shall contain the following information and statements. Responses shall be enumerated to coincide with the item numbers below.

1. Do the applicant; partners or members of a partnership or association or unincorporated enterprise; or officers or directors of a corporation, in any manner have a pecuniary interest either directly or indirectly in the profits of any class of business regulated under this article and/or the Alcoholic Beverage Licensing Code of the State of Alabama? If so, state the extent of said interest, including the name and location address of such business.
2. Is the applicant the only person in any manner pecuniarily interested in the business to be licensed, except as stated, and will any other person be in any manner pecuniarily interested therein during the continuance of the license?
3. Has the applicant made application heretofore for a similar or other liquor license? If so, the disposition of such application.
4. Provide a statement showing criminal records of the applicant, each partner, member, officer, member of the board of directors, landlord, or manager to include every violation charged, irrespective of the disposition of each charge. Minor traffic offenses may be omitted; however, driving while intoxicated and reckless driving cases must be shown.
5. Provide plans and renderings of the proposed premises to include a description or plan of that part of the lounge, club, hotel, restaurant, civic center or dinner theater where it is proposed to keep and sell alcoholic beverages.
6. Provide a certificate from a registered surveyor showing a scale drawing of the location of the proposed premises and the distance to the nearest door of any school, church, library, and residence located within seven hundred fifty (750) feet. If a survey is done, that proves the subject business lies just beyond the seven hundred fifty (750) feet, this too shall be made a part of the application.
7. Each applicant for a club liquor license shall also file with, and as part of the application, the following:
 - (1) A certified copy of the certificate of incorporation, and of the constitution and by-laws of such club.
 - (2) A verified list of the paid-up members of such club at the time of application, together with the resident address of each such paid-up member.
 - (3) The name and residence address of the manager of the club. If the person shown as manager of the club ceases to be such manager, then the club shall notify

the city clerk within five (5) days of such change, together with the name and resident address of any new manager.

(4) A copy of any certificate from the Internal Revenue Service or Treasury Department concerning any exemption of the club from taxation.

APPLICANT CERTIFICATION

I, _____, do hereby certify that the attached application is true and correct to the best of my knowledge and belief. I further certify all required attachments have been supplied and all notification has been given to property owners as required and fees paid.

Applicant

Date

Subscribed and sworn before me this _____ day of _____,
19 _____.

Notary Public

Commission Expiration Date