



**CITY OF MILTON
APPLICATION FOR ALCOHOL BEVERAGE
OPERATOR / PROVISIONAL / TEMPORARY**

New License Renewal

I hereby make application with the City of Milton for an Operator’s License as provided by City Ordinance with amendments thereto sell Fermented Malt Beverages and Intoxicating Liquors in the City of Milton. You must be current on all monies owed to the City of Milton per Ordinance #295.

This license to expire June 30, 20_____.

Note: No Refunds Given

Name _____
 First Middle Last

Maiden Name: _____ Phone Number: _____ Male Female

The following information is required to complete a criminal history and driving record check:

Date of Birth: _____ City of Birth: _____

Drivers License No. / State: _____

Current Address: _____
 Number Street City State ZIP

Previous Address (less than 2 years): _____

List any violations (tickets), convictions, arrests of any Local, State or Federal Laws or Ordinances within the past five years. Please include approximate dates. If in doubt, include all information. **Renewals** – Please list any of the above that occurred in the last year only.

Year	Location	Charge	At the time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

Having read and answered all of the above statements and questions, I hereby consent to investigation of such facts, and state that all of the above statements are true and correct to the best of my knowledge. I also consent to revocation of my License upon demand, due to any false statements upon this application.

Place of Employment: _____ Manager/Supervisor: _____

Date: _____

Applicant’s Signature

For Office Use Only

Circle: New / Renewal \$30.00 Provisional \$15.00 Temporary Operator \$15.00

Date: _____ Initials: _____ Amount Paid: _____ License No. _____

Outstanding Fees Owed to the City Checked: _____ Initials: _____

Outstanding Citations/Court Fees Owed to the City Checked: _____ Initials: _____

Background Check Completed: _____ Initials: _____

* Renewals only need to be checked for the past year.

Police Chief: _____

City Clerk: _____

CITY OF MILTON
Alcohol Beverage and Operator License Guidelines
for Approval / Denial

Possession of a city-issued license is a privilege, not a right. The City of Milton retains broad discretionary authority in denying or recommending the granting of license applications based on the guidelines contained herein, and each case may be considered on an individual basis. City staff will use these guidelines when reviewing applications to determine if a license will be issued.

The Police Department will conduct a records check, including criminal, ordinance and traffic, of all applications for Alcohol Beverage Operator's License. If necessary, the records check may include an interview with the applicant or contact with other jurisdictions or third parties to verify or investigate information obtained in the records check.

If a decision is to deny a license for which an individual has applied, staff is required to provide that individual with a written notification and reason for the denial. Denial of a license is considered final action unless the applicant appeals the decision.

- One alcohol or drug-related conviction in five (5) years would be up to the discretion of the Chief of Police and City Clerk with recommendation to grant/deny to the Personnel & Finance Committee. Staff may contact the applicant and request a meeting to discuss their violation. Staff may also require the applicant to retake the Responsible Beverage Service course.
- Two or more alcohol or drug related convictions in five (5) years would be recommended to the Personnel & Finance Committee for denial of operator license.
- Two or more Class A misdemeanor or felony convictions that substantially relate to the selling and serving of alcohol beverages in five (5) years; would be recommended to the Personnel & Finance Committee for denial of operator license.
- Non-disclosure of any criminal, ordinance or traffic convictions could be recommended to the Personnel & Finance Committee for denial of operator license.