



City of Batavia, Illinois
100 North Island Avenue
Batavia IL 60510
630-454-2000

For Office Use Only	
License Class	_____
License No.	_____
ID No.	_____
License Fee Paid	/ /
Receipt No.	

City Alcoholic Liquor License Application

Application must be completed in full. Incomplete application will be rejected.

Business Information

Business Classification: Corporation Partnership Proprietorship Other _____

Business Name _____

Business Address _____

Business Phone _____ Email _____

Contact Person _____ Title _____ Phone _____

BASSETT Certification _____ License Class: _____

If Corporation, Corporate Name _____

Corporation Address _____

Corporate officers must include President, Vice President, Secretary and Treasurer, plus Manager of Establishment Or Sole Proprietor

- Office: _____ Name: _____ Address: _____
Phone: _____ Email: _____ SSN: ____ - ____ - ____ Date of Birth: _____
- Office: _____ Name: _____ Address: _____
Phone: _____ Email: _____ SSN: ____ - ____ - ____ Date of Birth: _____
- Office: _____ Name: _____ Address: _____
Phone: _____ Email: _____ SSN: ____ - ____ - ____ Date of Birth: _____
- Office: _____ Name: _____ Address: _____
Phone: _____ Email: _____ SSN: ____ - ____ - ____ Date of Birth: _____
- Office: _____ Name: _____ Address: _____
Phone: _____ Email: _____ SSN: ____ - ____ - ____ Date of Birth: _____
- Office: _____ Name: _____ Address: _____
Phone: _____ Email: _____ SSN: ____ - ____ - ____ Date of Birth: _____

Have you had a business within the City of Batavia under any other corporate name: _____ Yes _____ No

If yes, list name and address of business _____

If State of Incorporation is **NOT** Illinois, date when corporation became qualified to transact business in Illinois: _____

*All managers of corporate-owned establishments must have fingerprints and background checks on file with the Liquor Commissioner's Office. New managers must contact the City of Batavia Police Department at 630-454-2500 to schedule an appointment.

Owner Information

Owner's Name _____ Corporate Registered Agent (if applicable) _____

Owner's Address (home/corporate) _____

Owner's Phone _____ Email _____ State of Incorporation(if applicable) _____

Owner's Social Security/FEIN No. _____ Owner's Date of Birth/Date of Incorporation _____

Have any persons prohibited by city code or state status acquired more than 5% ownership in corporation or partnership?
 Yes No

If born outside of the United States, complete this section:	Citizenship		Naturalization: Own Papers <input type="checkbox"/> Parent's Papers <input type="checkbox"/>			
	Born of US Parent/s		Court	City	State	Date
	Naturalized					

Does the owner of the liquor establishment lease the premises where business is conducted? Yes No

Lessor's Name _____

Lessor's Address _____

Lessor's Home Phone _____ Cell# _____ Lease End Date _____

Please include a copy of your current lease.

Does the owner hold a liquor license at another premise? Yes No

Name of other establishment (if different from business named above) _____

Address of other establishment _____

Is any action currently pending against business or owner for violation of the Retailer's Occupation Tax Act of the State of Illinois?
 Yes No

Since the last license issuance, has a previous liquor license held by the applying entity or any owner of more than 5% ownership interest been revoked by any state or subdivision thereof, or by the Federal Government? If so, give details (date, place, reasons):

Indicate principal liquor business conducted on premises:

<input type="checkbox"/> Bar	Storage of Alcoholic Beverages
<input type="checkbox"/> Packaged	<input type="checkbox"/> Stored on Premises
<input type="checkbox"/> Predominantly Food	<input type="checkbox"/> Stored off Premises
<input type="checkbox"/> Table Service of alcohol only	
<input type="checkbox"/> Table service and stand alone bar service	

When applying for a new liquor license please note that there is a \$250.00 non-refundable application fee. That fee is in addition to the liquor license itself. This is a one-time fee. This fee does not apply to renewal liquor licenses. The following is a listing of the current City of Batavia liquor license fees revised April 18, 2016.

Class A (Tavern)	\$1,500.00	Class F (Not-For-Profit Event)	\$ 50.00
Class B-1 (Pkg Store)	\$ 750.00	Class F Outdoors	N/A
Class B-2 (Pkg Grocery)	\$ 750.00	Class G-1 (Special Use/Single Event)	\$ 50.00
Class B-3 (Pkg Pharmacy)	\$ 750.00	Class G-2 (Special Use/Series Events)	\$ 100.00
Class B-4 (Pkg Gas Station Beer/Wine Only)	\$ 750.00	Class G Outdoors	N/A
Class B-5 (Pkg Gas Station All Alcohol)	\$ 750.00	Class H (Micro-Brewery)	\$1,300.00
Class C-1 (Carry-In Restaurant)	\$ 100.00	Class I (Caterer)	\$ 200.00
Class C-2 (Carry-In Salon)	\$ 100.00		
Class C-3 (Carry-In Event)	\$ 100.00		
Class D-1 (Restaurant All Alcohol)	\$1,800.00		
Class D-2 (Restaurant Beer/Wine Only)	\$1,800.00		
Class E-1 (Church/Club)	\$1,500.00		
Class E-2 (Church/Club <30 days)	\$ 150.00		
Class E-3 (Bowling/Amusement)	\$1,500.00		
Class E-4 (Limited Retail)	\$ 100.00		
Class E-5 (Limited Retail/Salon)	\$ 100.00		

Overlay License(s) Requested

Fees are in addition to the basic license fee(s) listed above

Outdoor Adjunct	\$ 25.00
Live Entertainment	\$ 25.00
Package Liquor (Class A & Class D)	\$ 25.00
Live Entertainment (Class A Only)	\$ 300.00

Note: Please see additional requirements in separate applications for overlay licenses.

APPLICATION MUST INCLUDE THE FOLLOWING:

- COPY OF LEASE MUST BE INCLUDED WITH APPLICATION.**
- COPY OF PROOF OF DRAM SHOP INSURANCE MUST BE INCLUDED WITH APPLICATION.**
- PROVIDE SITE DRAWING OF THE PROPOSED LICENSED PREMISES DRAWN TO SCALE SHOWING LOCATION DESIGNATED USE AND SEATING CAPACITY OF ALL ROOMS, SEGREGATED AREAS, INCLUDING OUTDOOR SEATING AREAS AND SQUARE FOOTAGE**
- PROVIDE PROOF OF COMPLETION OF BASSET TRAINING FOR ALL PERSONS WHO SELL/SERVE ALCOHOLIC BEVERAGES, MANAGERS WORKING ON PREMISES, AND ANYONE WHOSE JOB DESCRIPTION ENTAILS CHECKING IDENTIFICATION FOR ALCOHOL PURCHASES TO BE PROVIDED WITHIN NINETY (90) DAYS**
- AFTER OBTAINING YOUR CITY OF BATAVIA LIQUOR LICENSE, YOU ARE REQUIRED TO OBTAIN AN ILLINOIS STATE LIQUOR LICENSE (312-814-2206) YOU MUST PROVIDE THE CITY WITH A COPY OF YOUR STATE LIQUOR LICENSE WITHIN 14 DAYS**

Ordinance Requirement: Person/Manager in direct charge of premises must reside within 25 miles of City

Name: _____

First

MI

Last

Address: _____

Phone: _____ Fax: _____ Email: _____

Date of Birth: _____ Place of Birth: _____ Citizenship: _____

By submission of this application for renewal, the Applicant on his or her own behalf and on behalf of the entity represented to be the licensee, states as follows:

1. Applicant is ready and willing, and does hereby agree, to operate the aforesaid place of business in accordance with the Liquor Laws and Ordinances of the City of Batavia, County of Kane and State of Illinois, now in force and any others which may be enacted during the duration of this license, herein applied for.
2. That the information contained within this application for renewal is true to the best of Applicants knowledge.
3. It is further represented that no officer, manager, director, or stockholder of the Corporation, owning more than 5% of the stock in such Corporation, has ever been convicted of felony and would not be disqualified to receive a license by reason of any matter or thing contained in the Ordinances of the City of Batavia; and that no officer, manager, director, or stockholder will violate any of the laws of the State of Illinois, or of the United States, or any Ordinances of the City of Batavia, in the conduct of his place of business.
4. Applicant acknowledges the obligation of those person identified above on this application submit to fingerprinting and background investigation upon request by the City.

Dated at Batavia, Illinois, this _____ day _____, A.D. _____.

Signature

By _____
Print Name

Attest:

Witness

State of Illinois)
) SS
County of Kane)

I, _____, a Notary Public, in and for the County and State aforesaid, do hereby certify that _____, whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and sealed the said instrument, including the representations made therein, as his free and voluntary act for the uses and purposes therein set forth.

Given under my hand and Notarial Seal, this _____ day of _____, A.D. _____.

Notary Public