



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: _____ [Redacted] Date of Birth: _____
- Office: _____ Name: _____ Address: _____
 Phone: _____ Email: _____ [Redacted] Date of Birth: _____
- Office: _____ Name: _____ Address: _____
 Phone: _____ Email: _____ [Redacted] Date of Birth: _____
- Office: _____ Name: _____ Address: _____
 Phone: _____ Email: _____ [Redacted] Date of Birth: _____
- Office: _____ Name: _____ Address: _____
 Phone: _____ Email: _____ [Redacted] Date of Birth: _____
- Office: _____ Name: _____ Address: _____
 Phone: _____ Email: _____ [Redacted] 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 J (Theatre)	\$1,500.00
Class C-3 (Carry-In Event)	\$ 100.00	Class K (Park District)	\$ 200.00
Class D-1 (Restaurant All Alcohol)	\$1,800.00	Class L (Accommodation Facility)	\$1,500.00
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:**
- 1. COPY OF LEASE MUST BE INCLUDED WITH APPLICATION.**
 - 2. COPY OF PROOF OF DRAM SHOP INSURANCE MUST BE INCLUDED WITH APPLICATION.**
 - 3. 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**
 - 4. 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**
 - 5. 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**

