



CITY OF BALDWIN

186 Hwy 441 Bypass

P.O. Box 247

Baldwin, GA 30511

Phone (706) 778-6341 – Fax (706) 776-7970

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE Beer, Wine, and Distilled Spirits- Pouring and Package

This application must be signed by the applicant and notarized. **EACH AND EVERY QUESTION MUST BE FULLY ANSWERED. IF THE QUESTION DOES NOT PERTAIN, SO INDICATE.** If the space provided is not sufficient, answer on a separate sheet and indicate in the space provided that a separate sheet is attached. When completed, the application must be dated, signed, and verified under oath by the applicant and submitted, along with the licensing fee(s), administrative fee, inspection fee and Sunday Sales License with all **separate checks** to the City of Baldwin City Hall. All fees are payable to the City of Baldwin. **The applicant must not be less than 21 years of age.**

FOR OFFICE USE ONLY:

Name of Business: _____ Total Amount: \$ _____

Date Received: _____ License Fee Enclosed: \$ _____

Date Approved/Denied: _____

State License Number: _____ Local Licensing Number: _____

Administrative Fee Enclosed: \$ _____ Sunday Sales Fee: \$ _____

NOTICE: Any false answer to any question could result in the denial of a license, or in the event a license is issued, in the revocation or suspension of the license.

If Business Owner is Different from Applicant – Fingerprint and Consent Form required for each.

PLEASE PRINT OR TYPE

Date: _____

Name of Business (and DBA)

Name of Owner

Name of Managing Agent

New Application

Renewal Application

Change In Existing License(s) – (check all that apply)

Applicant/Designated Agent

Manager

Name

Owner

Location

1. Type of License Applied For: (Check all that Apply to Business)

Package Malt Beverage (based on square footage) - see fee schedule page 11

Package Wine (based on square footage) - see fee schedule page 11

Package Liquor

Pouring Malt Beverage - \$1000

Pouring Wine - \$1000

Pouring Distilled Spirits (Liquor) - \$1000

Farm Winery License (and/or for tasting room) - \$2000

Wholesale Dealer within City Limits - \$2000

Wholesale Dealer outside City Limits - \$100

Sunday Sales - \$150

In addition to the above fee, an administrative fee of \$250.00 and an inspection fee of \$35.00 must accompany this application.

2. Type of Business:

Grocery Store

Restaurant

Convenience Store

Bed & Breakfast

Wholesaler

Hotel

Retail

Farm Winery and/or Tasting Room

Other (Please explain below):

- 3. For package sales, is the place of business at least 300 feet from any church, school building or grounds, college building or grounds, alcohol treatment center, or housing authority property?**

Yes No

For distilled spirits sales for consumption on the premises (pouring), is the place of business at least 300 feet from any church, alcohol treatment center or housing authority property and at least 600 feet from any school building or grounds, college building or grounds, or educational building?

Yes No

For distilled spirits sales by the package, is the place of business at least 1500 feet from any other business licensed to sell distilled spirits by the package?

Yes No

For wine or malt beverage sales for consumption on the premises (pouring), is the place of business at least 300 feet from any alcohol treatment, housing authority property, church, school building or grounds, or college building or grounds?

Yes No

Each new application must be accompanied by a scale drawing of the premises, showing its location with respect to all streets within 600 feet in every direction. Such drawing shall depict all churches, school buildings, and pertinent facilities.

- 4. Name to Which the License will be Issued (if approved):**

Business Name _____

Business Phone _____ Business Fax _____

Business Location Address _____

Business Mailing Address _____

City _____ State _____ Zip Code _____

**5. Applicant:
(Must be at least 21 years of age)**

Company Name _____ EIN _____

Individual Name _____ SSN _____

Residence Address _____

City _____ State _____ Zip Code _____

Phone _____

Applicant's Previous Employment:

1. Employer _____ Address _____

Job Description _____

From _____ to _____

2. Employer _____ Address _____

Job Description _____

From _____ to _____

3. Employer _____ Address _____

Job Description _____

From _____ to _____

Applicant's Previous Address (Other than Present):

1. Address _____ County _____ How Long _____

2. Address _____ County _____ How Long _____

3. Address _____ County _____ How Long _____

List all previous arrests and dispositions of the charges, including driving under the influence, and the date and place of arrest and conviction.

1.

Conviction Dismissal What Jurisdiction? _____

2.

Conviction Dismissal What Jurisdiction? _____

3.

Conviction Dismissal What Jurisdiction? _____

6. Managing Agent:

(Managing Agent, if different than applicant, must be a resident of Habersham or Banks County and 21 years of age or older. Managing agent must attach proof of residency with 2 of the following 3 documents: a current utility bill in your own name, not the name of any company or other entity, a current voter registration card, or a valid driver's license).

Same as Applicant

Name _____ SSN _____

Residence Address _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____

(Note: If there is a change in the managing agent, the licensee shall notify the City of Baldwin within 30 days of the change. A fee of \$100.00 will be charged for the processing of an application for the change of the managing agent and such applicant **will** be subject to fingerprint and consent form requirements).

Managing Agent's Previous Employment:

1. Employer _____ Address _____

Job Description _____

From _____ to _____

2. Employer _____ Address _____

Job Description _____

From _____ to _____

3. Employer _____ Address _____

Job Description _____

From _____ to _____

Managing Agent's Previous Address (Other than Present):

1. Address _____ County _____ How Long _____

2. Address _____ County _____ How Long _____

3. Address _____ County _____ How Long _____

7. **Type of Ownership** (Please mark appropriate box and fill out section a, b, or c as indicated):

Sole Proprietorship (section a) Partnership (section b)

Limited Liability Company (section b) Corporation (section c)

Other (Please explain)

a) For Individual:

Full Legal Name _____

Home Address _____ Home Phone _____

City _____ State _____ Zip Code _____

Date of Birth _____ SSN _____

b) For Partnership or LLC:

Partnership or LLC Name _____

Address _____ Phone _____

City _____ State _____ Zip Code _____

Partners or LLC members having a 5% or greater interest shall list the names, addresses and ownership interest of each:

➤ Full Legal Name _____ % Interest _____

Home Address _____ Home Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

➤ Full Legal Name _____ % Interest _____

Home Address _____ Home Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

➤ Full Legal Name _____ % Interest _____

Home Address _____ Home Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

c) For Corporation:

Name of Corporation _____)

(Name must be shown exactly as in Articles of Incorporation or Charter)

Date of Incorporation _____ Place of Incorporation _____

Address _____ Phone _____

City _____ State _____ Zip Code _____

Officers:

➤ Full Legal Name _____

% Stock Owned _____ Office Held _____

Home Address _____ Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

➤ Full Legal Name

% Stock Owned _____ Office Held _____

Home Address _____ Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

➤ Full Legal Name

% Stock Owned _____ Office Held _____

Home Address _____ Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

➤ Full Legal Name

% Stock Owned _____ Office Held _____

Home Address _____ Phone _____

City _____ State _____ Zip Code _____

Age _____ Length of Residency _____

8. Property:

Owner of the property (land and building) where the business will be located: (In addition, attach to the application evidence of ownership of the building or proposed building. If property is leased, must attach copy of lease or if a franchise, attach copy of franchise agreement or contract).

Name _____

Address _____

City _____ State _____ Zip Code _____

Is the space where the business is to be located rented or leased?

Yes No

If yes, please state name of landlord or lessor and address:

Name _____ Address _____

City _____ State _____ Zip Code _____

If the space is rented or leased, is the rent for the premises to be paid to the landlord or lessor on a percentage of the business or contingent upon the amount of business done?

Yes No

9. Residency/Age Requirement:

Is the Applicant and Managing Agent at least twenty-one (21) years of age or older?

Yes No

Is the Applicant: (check one)

- A United States citizen
- A legal permanent resident
- A qualified alien or non-immigrant under the Federal Immigration and Nationality Act and lawfully present in the United States

Is the Managing Agent: (check one)

- A United States citizen
- A legal permanent resident
- A qualified alien or non-immigrant under the Federal Immigration and Nationality Act and lawfully present in the United States

10. Disclosure of Previous Denials:

Is there any person, managing agent, registered agent, or anyone holding a five percent (5%) interest or more in this business who has applied for a beer, wine, and/or liquor license from the City of Baldwin or another City or County in the State of Georgia or other state or political subdivision, and was denied?

Yes No

If yes, please give full details of disposition on separate sheet.

Is there any person, managing agent, registered agent, or anyone holding a five percent (5%) interest or more in this business who has had an alcoholic beverage license revoked or suspended by or surrendered to any federal, state or local authority?

Yes No

If yes, please give full details of disposition on separate sheet.

11. Disclosure of Licenses Held:

Is there any person, managing agent, registered agent, or anyone holding a five percent (5%) interest or more in this business who holds another alcohol license in any retail category or any license under any wholesale category?

Yes No

If yes, please give full details on separate sheet.

12. Disclosure of felony/other convictions or offenses:

Is there any person, managing agent, registered agent, or anyone holding a five percent (5%) interest or more in this business who:

- Has been convicted under any federal, state, or local law of any felony or a misdemeanor involving moral turpitude within the past ten years?

Yes No If yes, please give full details on separate sheet including dates, charges and disposition.

- Has been convicted under any federal, state, or local law of a misdemeanor, particularly, but not limited to, those involving alcoholic beverages, gambling or tax law violations within the last ten years immediately prior to filing of this application?

- Yes No If yes, please give details on separate sheet including dates, charges and disposition.

- Has been found in violation of the ordinances or resolutions of the City of Baldwin, or any other county of municipality, governing alcoholic beverages licenses within the last ten years immediately prior to the filing of this application?

Yes No If yes, please give full details on separate sheet.

- Who has remaining any delinquent ad valorem taxes due to the City of Baldwin or has any outstanding fines, assessments, liens, fi fas, penalties, or judgments due to the City of Baldwin or is currently in any violation of any City of Baldwin ordinance or resolution?

Yes No If yes, please give full details on separate sheet.

All of the foregoing information is hereby given and all of the foregoing statements are hereby made under oath, willfully, knowingly and absolutely, and the same is and are hereby sworn to be true under penalty for false swearing as provided by law.

Applicant Name

Applicant Signature

Date

Sworn to and subscribed before me,

This ____ day of _____, 20____.

Notary Public

NOTE:

This application will not be accepted until it is completed with all required attachments:

- For new establishments, the application **must** be accompanied by a scale drawing of the premises for the proposed business, showing its location with respect to all streets within 600 feet in every direction. Such drawing shall also depict the distance from the premises (being the front door) to each premise (being the front door) or each church, school building, or other pertinent facility. All such distances shall be measured by the most direct route on the ground.
- If the applicant is denied a city or a state license, the deposit representing the initial license fee shall be refunded, but the administrative fee and the inspection fee shall be retained.
- There shall be an annual license renewal fee for each license payable in advance for the entire year, beginning January 1 and ending December 31, of each year.
- In the event a license is revoked, surrendered or suspended, there shall be no refund whatsoever.
- Allow two (2) weeks for processing of this application.

FOR OFFICE USE ONLY:

Inspection Review: _____

Date Inspected

Establishment Inspected By

Comments:

Results of Federal and State Background Check:

Attach Background Check and Fingerprints.

Application Approved

Application Denied

Reviewed by

ATTACHMENT A
ALCOHOL ORDINANCE:
AMENDED 12/13/2021

FEES.

- (a) There is hereby imposed a license fee, payable at the time of issuance of the license under this chapter and each annual renewal license, except as provided herein, as follows:

PACKAGE LICENSES	ANNUAL FEE
Fee for the sale of malt beverages by the package in an establishment with 10,000 sq. ft or less of total floor space for alcoholic beverages.	\$ 900.00
Fee for the sale of malt beverages by the package in an establishment having between 10,001 and 20,000 sq. ft. of total floor space for alcoholic beverages.	\$ 1,750.00
Fee for the sale of malt beverages by the package in an establishment having 20,001 sq. ft. or more of total floor space for alcoholic beverages.	\$ 3,350.00
Fee for the sale of wine by the package in an establishment with 10,000 sq. ft. or less of total floor space for alcoholic beverages.	\$ 900.00
Fee for the sale of wine by the package in an establishment having between 10,001 and 20,000 sq. ft. of total floor space for alcoholic beverages.	\$ 1,750.00
Fee for the sale of wine by the package in an establishment having 20,001 sq. ft. or more total floor space for alcoholic beverages.	\$ 3,350.00
Fee for the sale of malt beverages and wine by the package in an establishment with 10,000 sq. ft. or less of total floor space for alcoholic beverages.	\$ 1,350.00
Fee for the sale of malt beverages and wine by the package in an establishment having between 10,001 and 20,000 sq. ft. of total floor space for alcoholic beverages.	\$ 2,550.00
Fee for the sale of malt beverages and wine by the package in an establishment having 20,001 sq. ft. or more of total floor space for alcoholic beverages.	\$ 4,950.00
Fee for the sale of packaged distilled spirits only.	\$ 4,000.00
Fee for the sale of packaged distilled spirits and wine or malt beverages.	\$ 4,500.00
Fee for the sale of packaged distilled spirits, wine and malt beverages.	\$ 5,000.00

CONSUMPTION ON PREMISES LICENSES	ANNUAL FEE
Fee for the sale of malt beverages for consumption on the premises.	\$ 1,150.00
Fee for the sale of wine for the consumption on the premises.	\$ 1,150.00
Fee for the sale of distilled spirits for consumption on the premises.	\$ 1,150.00
Fee for the sale of malt beverages and wine for consumption on the premises.	\$ 2,150.00
Fee for the sale of malt beverages and distilled spirits for consumption on the premises.	\$ 2,150.00
Fee for the sale of wine and distilled spirits for consumption on the premises.	\$ 2,150.00
Fee for the sale of malt beverages, wine and distilled spirits for consumption on the premises.	\$ 2,150.00
OTHER LICENSES	ANNUAL FEE
License to conduct Sunday sales of alcoholic beverages	\$ 150.00
Fee for wine tasting permit by wine package store.	\$ 25.00 per permit
Farm winery license (and/or for tasting room)	\$ 2,150.00
Fee for the wholesale dealer-principle place of business in City of Baldwin.	\$ 2,000.00
Fee for the wholesale dealer-principle place of business outside of City of Baldwin.	\$ 100.00
Temporary special event license permit.	\$ 50.00 per permit
Fee for caterer license	
In City of Baldwin	License fee and 1 st permit \$ 50.00
	Each permit hereafter \$ 50.00
Outside of City of Baldwin	License fee and 1 st permit \$ 50.00
	Each permit hereafter \$ 50.00

OTHER FEES	ANNUAL FEE
Administrative fee, each license	\$ 250.00
Packaged Distilled Spirits Application Fee (non-refundable)	\$500 .00
Building inspection fee, per inspection.	\$ 35.00
Alcoholic beverage employee permit (includes fingerprinting)	\$ 30.00 per employee
Change of managing agent/transfer of location Penalty	\$ 100.00
for not notifying change in agent within 5 days	\$ 100.00
Penalty for late payment of annual fees	10 %

- (b) The license fees imposed by this section are regulatory fees intended to offset the City's cost in administering and enforcing this chapter. In addition thereto, licensees are subject to payment of an occupational tax in accordance with the occupational tax ordinance of the City of Baldwin.
- (c) When a new license is issued on or after July 1, the license fee shall be reduced by one-half (1/2).
- (d) As to renewal licenses for licensed establishments or licenses issued for the first time for the calendar year 2015 and which licenses have already been issued and the license fees paid prior to the passage of this ordinance amendment said license holders shall be allowed to conduct Sunday sales beginning Sunday, January 4, 2015 upon payment of an additional license fee to the City of Baldwin of One Hundred and Fifty and 00/100 (\$150.00) Dollars as to each alcoholic beverage license held by the business establishment.