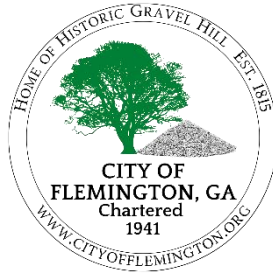


"Preserving Our Heritage,
Shaping Our Future"

Historic Home of Gravel Hill
Est. 1815

Paul Hawkins, MAYOR



City Hall
156 Old Sunbury Rd.
Flemington, GA 31313

912.877.3223
cityhall@cityofflemington.org

ALCOHOL SALES LICENSE

APPLICATION TYPE: NEW RENEWAL

Various classes of Alcohol Beverage Licenses exist, categorized by the business type. It is imperative to note that the City of Flemington's alcohol license necessitates a corresponding state alcohol license for validity. Businesses operating without the requisite licenses may face penalties or closure by the City of Flemington. To apply for this license, the submission must also be made through the [Centralized Alcohol Licensing Portal](#) ("CALP").

- **Completely** fill out the application. All documents must be signed and notarized.
- A completed Occupational Tax Certificate application (business license) must be submitted with this application.
- Attach all required documentation. Requirements vary based on business type.
- New alcohol licenses must be presented by the Liberty Consolidated Planning Commission ("LCPC") and approved by the City Council.
- Your city and state license must have the same name.
- All applications require proof of citizenship (i.e. birth certificate, passport, or certificate of naturalization) on the Lawful Presence Affidavit.
- All alcohol sales licenses expire each year on December 31st. Alcohol licenses are non-transferrable & nonrefundable.
- Licenses obtained after July 1st will be prorated.
- There is an additional \$25.⁰⁰ administrative fee for alcohol licenses.

SUPPORTING DOCUMENTATION CHECK LIST

Individually Owned

- Completed application.
- Applicant picture identification.
- Lawful Presence Affidavit.
- Alcohol Class Worksheet
- Private Employer Affidavit
- Local Manager(s) Information Form +picture ID & proof of citizenship *if applicable.*
- Applicant Oath.

Partnership

- Completed application.
- Partnership Information Form(s) +picture ID and proof of citizenship for each partner.
- Applicant picture identification.
- Lawful Presence Affidavit.
- Alcohol Class Worksheet
- Private Employer Affidavit
- Local Manager(s) Information Form +picture ID & proof of citizenship *if applicable.*
- Applicant Oath.

Corporation

- Completed application.
- Incorporation documentation from the Georgia Secretary of State.
- List of all corporate officers.
- Applicant picture identification.
- Lawful Presence Affidavit.
- Alcohol Class Worksheet
- Private Employer Affidavit
- Local Manager(s) Information Form +picture ID & proof of citizenship.
- Applicant Oath.



ALCOHOL LICENSE APPLICATION

*Required for all

LICENSE YEAR: _____

APPLICANT NAME:

SOCIAL SECURITY #:

Last

First

Middle

ADDRESS OF APPLICANT

(PO Boxes are not accepted)

Street Address

City

State

Zip

County

CORPORATION

(if applicable)

Name: _____

Address: _____

President: _____

HOME PHONE: _____

SEX: _____

DATE OF BIRTH: _____

AGE: _____

WERE YOU BORN A US CITIZEN? YES NO

TYPE OF BUSINESS: Package Store Hotel Grocery/Convenience Store
 Restaurant Club, Lounge, Bar Recreation Facility/Venue

BUSINESS INFORMATION

Trade Name: _____

Local Business _____

Address: _____

Mailing Address: _____

Street Address

City

State

Zip

Business Phone: _____ FEIN #: _____

Sales Tax #: _____ E-Verify #: _____

Type of Ownership: Individually Owned Partnership *complete information form
 Corporation *complete information form

Will someone other than you be responsible for the operation of the establishment during duty hours? Yes *complete information form
 No



CORPORATE OFFICERS

Use additional sheets if necessary.

- This form is not applicable as I am the sole owner of this business.
- This form is not applicable as my business is a partnership (not a corporation).

NAME: _____
Last First Middle Suffix

HOME ADDRESS: _____
Street Address

_____ *City State Zip*

HOME PHONE #: _____ SEX: _____ AGE: _____ DOB: _____
SSN: _____ % of INTEREST OWNED: _____

NAME: _____
Last First Middle Suffix

HOME ADDRESS: _____
Street Address

_____ *City State Zip*

HOME PHONE #: _____ SEX: _____ AGE: _____ DOB: _____
SSN: _____ % of INTEREST OWNED: _____

NAME: _____
Last First Middle Suffix

HOME ADDRESS: _____
Street Address

_____ *City State Zip*

HOME PHONE #: _____ SEX: _____ AGE: _____ DOB: _____
SSN: _____ % of INTEREST OWNED: _____



LAWFUL PRESENCE AFFIDAVIT

*Required for all

Pursuant to O.C.G.A. § 50-36-1, all persons who – either on behalf of themselves or on behalf if an individual, business, corporation, partnernship or pther private entity – apply for certain public benefits must (1) be eighteen years of age or older and (2) submit an affidavit that they are lawfully present in the United States. Public benefits, as defined by O.C.G.A. § 50-36-1(a)(3)(A), include any grant, contract, loan, professional license, or commercial license provided by any agency of State or local government or by appropriated funds of a State or local government.

I, _____, swear or affirm under penalty of perjury under the laws of the State of Georgia that I am 18 years of age or older and (check one):

- I am a United States citizen, or
- I am a legal Permenant Resident of the United States, or
- I am a qualified alien (other than as a permanent resident) or nonimmigrant in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I have applied for a public benefit and/or a business license on my behalf as an individual or on behalf of a business, corporation, partnership, or other private entity. I understand that state law required me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit as listed above. I further acknowledge that making a false, fictitious, or fraudulent statement or represenattion in this sworn affidavit is punishable under O.C.G.A. § 16-10-20 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature

Date

Title

**Alien Registration # for Non-citizens*

Business Name

TIN or SSN

NOTARY:

Notarized this _____ day of _____, 20_____, in the State of Georgia.

County of _____.

Notary _____ Commission Expires _____

Seal:

Note: O.C.G.A. § 50-36-1(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their aleien registration number. Because legal permanent residents are included in the Federal definition of "alien", legal permanent residents myst also provide their alien registration number, Qualified aliens that do not have an alien registration number may supply another identifying number below:

_____ (another identifying number)



ALCOHOL CLASS WORKSHEET

*Required for all

The City of Flemington has six classes of alcohol licenses with varying allowable sales hours. Alcohol is restricted from sale on an election day within 250 feet of a polling location. Sales are allowable on all holidays **EXCEPT EASTER SUNDAY.**

Please check the type of license(s) you are applying for.

Class I – HOTELS

(with a minimum of 60 rooms)

Alcohol Sale Hours:

Monday – Saturday 8:00 am – 11:45 pm
Sunday 12:30 pm to 11:30 pm

**There is an application for Class I Sunday Sales that must to accompany this application.*

ON PREMISE Consumption – Hotel Bar

- Beer - \$850
- Wine - \$750
- Liquor - \$3000

No Sunday Sales

OFF PREMISE Consumption – Market Store

- Beer - \$850
- Wine - \$750
- Liquor - \$3000
- Sunday Sales - \$500

Class II – RESTAURANTS

ON PREMISE Consumption (with full kitchen)

Monday – Saturday – 60% food sales required
Sunday – 70% food sales required

Alcohol Sale Hours:

Monday – Saturday 11:00 am – 1:00 am
Sunday 12:30 pm to 11:30 pm

**There is an application for Class II Sunday Sales that must to accompany this application.*

- Beer - \$850
- Wine - \$550
- Liquor - \$2600
- Sunday Sales - \$500*

Class III – RECREATION FACILITIES

ON PREMISE Consumption (venues with food)

65% food sales required

Alcohol Sale Hours:

Monday – Saturday 11:00 am – 11:45 pm
No Sunday Sales

- Beer - \$850
- Wine - \$550
- Liquor - \$2600

Class IV – CLUBS, LOUNGES & BARS

ON PREMISE Consumption

- Beer - \$850
- Wine - \$750
- Liquor - \$3000

Alcohol Sale Hours:

Monday – Saturday 11:00 am – 11:45 pm
No Sunday Sales

Class V – RETAIL & PACKAGE STORES

OFF PREMISE Consumption

- Beer - \$850
- Wine - \$550
- Liquor - \$2500
- Sunday Sales - \$500

Alcohol Sale Hours:

Monday – Saturday 8:00 am – 11:45 pm
Sunday 12:30 pm to 11:30 pm

**There is an application for Class V Sunday Sales that must to accompany this application.*

Class VI – CATERED OR NON-PROFIT EVENT FUNCTION

ON PREMISE Consumption (up to 2 days)

- Beer - \$50
- Wine - \$50
- Liquor - \$100

Alcohol Sale Hours:

Monday – Saturday 11:00 am – 11:45 pm
No Sunday Sales



PARTNERS OR LOCAL MANAGERS INFORMATION

This form is not applicable as I do not have a local manager.

Use one sheet per partner or local manager. Each will need a copy of their picture ID and proof of citizenship.

NAME: _____
Last First Middle Suffix

HOME ADDRESS: _____
Street Address City State Zip

SEX: _____ DOB: _____ AGE: _____

PLACE OF BIRTH: _____ SSN: _____

HOME PHONE #: _____ WORK PHONE #: _____

EMAIL ADDRESS: _____

Mailing Address of Partner (or Manager) if different from above:

Address City State Zip

****Attach a copy of picture ID and proof of citizenship. Check your supporting documents below.**

Passport Drivers License Certificate of Naturalization Birth Certificate

Other: _____



APPLICANT'S OATH

Have you, the applicant, or any other person having an interest in business for which this application as been made, ever been detained, arrested, indicted, or convicted for any offense by any State County, City, Federal, or foreign officer of any other government? If yes, please explain.

No

Yes:

Before signing this application, check all answers and explanations to see that you have answered all the questions fully and correctly. This application is to be executed under oath and subject to the penalties of false swearing and it includes all attached sheets submitted herewith. Applicant understands that any license issued pursuant to this application is conditional upon the truth of the answers and statements made herein and that any false answers and statements herein shall constitute cause for the suspension or revocation of any license issued pursuant to this application. Should ANY change occur during the year for which a license is issued pursuant to this application which would require a different answer to any question contained in this application, or any personal statement which is made a part of this application, such change must be reported as an amendment to this application as specified by Revenue Department regulations. The failure to make such amendment shall be cause for the revocation of any license issued pursuant to this application. Indicate here that this is fully understood.

I, _____, applicant, do solemnly swear or affirm, subject to criminal penalties for false swearing, that the statement and answers made by me to the foregoing questions in this application for a City license as a dealer in alcoholic beverages and liquors are true, and no false or fraudulent statement or answer is made herein to procure the granting of such license.

Applicant's Signature (full name)

NOTARY:

I hereby certify that _____ signed his/her/their name to the foregoing application and acknowledges that he/she/they knew and understood all statements and answers made therein and under oath actually administered by me has sworn that the statements and answers are true.

Sworn and scribed before me this _____ day of _____, 20_____.

State of _____ County of _____ City of _____

Notary _____ Commission Expires _____
Seal: