



LIQUOR LICENSE RENEWAL APPLICATION

Every liquor license must be renewed annually by the 30th of April. Each applicant must file a **completed application** with the City Clerk's Office **prior to April 15th**. This will insure that license processing will be completed before the 30th. All supporting materials must accompany each renewal application along with payment.

Provided below is a checklist to insure all documentation has been provided to the City Clerk.

Establishment Name _____

Address _____

License Holder Name _____

Address _____

Contact Phone Number _____

- Current Certificate of Insurance _____
- Current Lease Agreement (if applicable) _____
- Check for Full Amount _____
- Current List of Bartenders _____
- Copy of State Liquor License _____

I am applying to renew my Class _____ liquor license for _____ for
the term of one (1) year. (Corporation or LLC Name)

I have read the above information and realize that I will not receive a license until I have fulfilled my obligations concerning the provision of proper documentation. I further realize that I must obey all State of Illinois liquor laws, all City of Marengo liquor ordinances, all applicable federal laws and any amendments thereof which may occur from time to time.

I will not sell, or offer for sale, any liquor which includes alcohol, spirits, wine, beer or other such consumable alcoholic item without the proper license(s) and I will display the proper license(s) at all times in plain view.

If there is a change in status concerning my establishment of any nature, I will immediately contact the City of Marengo so adjustments, corrections and / or calculations can be made.

By signing, I am agreeing to the terms and conditions associated with the privilege of holding a liquor license in the City of Marengo.

License Holder Signature: _____

Date: _____

Fee Schedule:

Class AA	\$1,750.00
Class BB	\$1,500.00
Class B	\$1,500.00
Class E	\$1,500.00
Class EE	\$1,500.00
Class EE-1	\$200.00
Class G	\$1,500.00
Class GC	\$1,750.00
Class R	\$1,500.00

OFFICE USE ONLY

Date Received: _____

Amount Received: _____

Classification: _____

D/B/A: _____

Miscellaneous Information: _____

Owner, Manager and Employee Registration

Pursuant to the City of Marengo's Chapter 33 Liquor Control & Liquor Licensing Code, the following list must be completed prior to May 1st of each year and be resubmitted with additional personnel within ten (10) days of being hired.

Owner/Manager or Employee Full Name	Home Address	Phone Number	Date of Birth	BASSET Training Completed