



Liquor License Application

Applicant Information:

Date: _____

Applicant Name _____
Last First M.I.

Mailing Address _____
City State Zip

Phone/Cell _____ Email Address _____

Date of Birth _____ Place of Birth _____

Driver's License Number _____

I am making an application for the following Liquor License Classification (descriptions on last page):

☐ A-1 ☐ A-2 ☐ B ☐ C-1 ☐ C-2 ☐ C-3 ☐ D ☐ F ☐ H ☐ K

Business/Premise Information:

Application is for: ☐ Corporate License ☐ Individual License ☐ Limited Liability Corporation (LLC)

Corporation/Business Name _____

D/B/A (Doing Business As) _____

Business Address _____
City State Zip

Business Phone _____ Email Address _____

The property is ☐ Owned ☐ Leased Lease Expires _____ (attach a copy of the lease)

State principle type of business (tavern, restaurant, etc.) _____

If applying for a Corporation License, please list all names of Owners, Officers, Directors, Stockholders, Members and/or Partners owning more than 5%. *(attach another sheet, if necessary)*

Name	Address	City, State, Zip	D.O.B.	Phone

Manager Information:

Name _____
Last First M.I.

Home Address _____
City State Zip

Phone/Cell _____ Date of Birth _____

Email Address _____ Driver's License Number _____

The applicant, by signing this application, agrees to or answers in the affirmative to the following statements:

- A. The applicant owns said place of business or has a lease on said place of business for the period for which the license is issued. **(If leased, please attach a copy of the lease.)**
- B. The applicant will not allow illegal gambling or other illegal activities on the premises.
- C. The applicant has neither been convicted of a felony nor is disqualified to receive a license by reason of any requirement contained in the Liquor Control and Liquor Licensing Ordinance for the City of Galesburg, Knox County, Illinois passed and approved in effect on the date of this application or by the laws of the State of Illinois, the United States of America, or any other ordinance of the City of Galesburg.
- D. Neither the applicant; a corporation of which the applicant is a shareholder, officer, or director; or a partnership of which the applicant belongs has had a liquor license revoked or suspended by any licensing body. If the license has either been revoked or suspended, the applicant shall explain on a separate sheet of paper the circumstances regarding dates and location of said suspension or revocation and attach it to the application as a part thereof.
- E. The applicant will not, during the term of the license, violate any of the laws of the State of Illinois, the United States of America, or any Ordinance of the City of Galesburg in the conduct of the place of business described above.
- F. The applicant hereby files with this application a Certificate of Insurance from a company authorized to do business in the State of Illinois. The Certificate of Insurance certifies that the applicant has in force and effect the dram shop and other insurance coverage required by the City of Galesburg and agrees to maintain said insurance for the duration of this licensing period.

The applicant (including the manager in the case of a corporation) states and agrees with the following:

- A. The manager is a resident of the City of Galesburg.

- B. The applicant and manager are citizens of the United States. If naturalized, list places: _____
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- C. With reference to a Corporation Application; no officer, manager director, stockholder, or stockholders owning in the aggregate more than five (5) percent of the stock of the applicant's corporation is disqualified from obtaining a license for any reason other than citizenship and residence within the City of Galesburg.
- D. The applicant is of good character and reputation in the community.
- E. The applicant has never been convicted of a felony under any Federal or State law.
- F. The applicant has never been convicted of being a keeper or is keeping a house of ill fame.
- G. The applicant has never been convicted of pandering, other crimes, or misdemeanors opposed to decency or morality.
- H. The applicant has never had a Liquor License revoked for any cause.
- I. The applicant (or manager in the case of a corporation) has never been refused a liquor license by any liquor control authority.
- J. The applicant has never been convicted of any Federal or State law concerning manufacture, possession, or sale of alcoholic liquor; nor has the applicant ever forfeited bond to appear in court to answer charges for a violation of such Federal or State law.
- K. The applicant is eligible for an Illinois State Retail Liquor Dealer's License.
- L. The applicant is neither a Galesburg law enforcing public official nor does the Mayor or any member of the City Council of the City of Galesburg have any interest either directly or indirectly in the applicant business.

The following must be completed or included with this application before it can be processed:

- ☐ Non-refundable application fee of \$250
- ☐ Copy of Lease
- ☐ Certificate of Liquor Liability Insurance
- ☐ Copy of Corporate Charter or LLC Charter
- ☐ Scaled Drawing of Premises (*show all ingress and egress locations, windows, and location of bar, restrooms, kitchen, and any gaming machines or proposed gaming machines*)
- ☐ I understand that this approval process may take up to 10 days to complete and may have to be approved by the City Council.
- ☐ I understand that once my Galesburg Liquor License is issued, I must be open for business within 90 days, or my license will automatically expire.
- ☐ If applicable, I understand that I will not be issued my Galesburg Liquor License until the City of Galesburg Community Development Department issues my business Occupancy Permit.
- ☐ I understand that my establishment must fall within the definition of the liquor classification I am applying for and if approved, must remain within that definition or it could be suspended or revoked.
- ☐ I have no outstanding food/beverage taxes, water bills, or other types of financial obligations due to the City at the time of renewal (*the license will not be renewed unless all outstanding debts are paid or are current City per Galesburg Municipal Code 113.038 (c)*).
- ☐ The applicant notes by his/her signature below that he/she has read and understands Chapter 113 of the Galesburg Municipal Code (a copy can be obtained from the City Clerk's office or be viewed at [HERE](#)). The applicant recognizes that the regulations of Chapter 113 also apply to any agents of the business involved with the sale of liquor.
- ☐ I hereby authorize the Galesburg Police Department to conduct a background check and review all public, private, or confidential records concerning me to evaluate my application. I release all individuals, organizations, and the City of Galesburg from any liability related to providing or collecting this information. I affirm that all information provided is complete, true, and accurate.

- ☐ I understand that false or misleading statements are grounds for license denial or revocation. A photocopy of this authorization shall be considered as valid as the original.

Printed Name of Applicant: _____

Applicant's Signature

Date

Please submit completed applications and materials to:

Galesburg City Clerk's Office
Attention: Ericka Gugliotta, Deputy City Clerk
P.O. Box 1387
Galesburg, IL 61402-1387

Contact Information:

Phone: 309-345-3611
Email: erickag@ci.galesburg.il.us

Class A-1: Authorizes the retail sale of all types of alcoholic liquor for consumption either on or off the premises. (\$2,850)

Class B: Authorizes the consumption of beer and wine only inside the licensed premises of a public accommodation (such as a ceramic or painting arts hobby facility), brought by customers or event hosts; no alcohol sales are permitted by the licensee. (\$500)

Class C-1: Authorizes the retail sale of all types of alcoholic liquor for consumption off the premises. (\$2,450)

Class C-2: Authorizes the retail sale of all types of alcoholic liquor on or off premises for establishments with at least 10,000 sq. ft. dedicated to retail alcohol sales and a separate enclosed area of at least 1,000 sq. ft. with seating for serving alcohol. (\$5,300)

Class C-3: Authorizes the retail sale of beer and wine only on or off premises for grocery stores (over 4,000 sq. ft.) holding a Category I High Risk Food Safety Permit. (\$2,450)

Class D: Authorizes the retail sale of all types of alcoholic liquor by a restaurant for consumption on the premises only. (\$2,250)

Class F: Authorizes a fraternal order to make retail sales of all types of alcoholic liquor for consumption on the premises only. (\$2,250)

Class H: Authorizes the retail sale of all types of alcoholic liquor for consumption on the premises of any civic center authority, theatre, or private/public state-chartered college or university. (\$1,550)

Class K: Authorizes the retail sale of all types of alcoholic liquor for consumption on or off premises, provided at least 10% of retail floor space is devoted to non-alcohol items and seating is provided for at least 15 persons. (\$2,850)

- Some license classifications are not listed due to the current lack of availability.
- Independent gaming suites and gaming parlors are not permitted, as the City enforces a strict limit on the total number of video gaming licenses available, and all allowable licenses under the current cap have already been issued.