



COOK COUNTY LIQUOR CONTROL COMMISSION

118 N. CLARK STREET, ROOM 1160
 CHICAGO, ILLINOIS 60602
 (312)603-3727
 (312)603-5771 (FAX)

TONIPRECKWINKLE
 PRESIDENT
 COOK COUNTY BOARD OF
 COMMISSIONERS

ZAHRA ALI
 DEPUTY LIQUOR CONTROL
 COMMISSIONER

2016-2017 LIQUOR LICENSE RENEWAL APPLICATION

Applicant Name:		
Business Name:		
Applicant's Address:		
City/County, State, Zip:		
Telephone:	Home	() -
	Business	() -
	Cell / Pager	() -
	Email:	
<p><i>Click Check box if mailing address is the same as above, if different than above add Mailing address below.</i></p>		
Mailing Address:		
City/County, State, Zip:		
Telephone:	Home	() -
	Business	() -
	Cell / Pager	() -
	Email:	
For Office use only:		
Examined by:		Issue Date:
Date:		Account #:
Approved by:		Comments:

CORPORATE/PARTNERSHIP FORM

Please list all Directors, Owners, Partners, Managers, Registered Agents, and Shareholders of a corporation that own more the 5% of the corporation's stock.

1.	_____	_____	_____
	Name	Title	Home Tel. Number
	_____	_____	_____
	Home Address	Soc.Sec.#	Date of Birth
2.	_____	_____	_____
	Name	Title	Home Tel. Number
	_____	_____	_____
	Home Address	Soc.Sec.#	Date of Birth
3.	_____	_____	_____
	Name	Title	Home Tel. Number
	_____	_____	_____
	Home Address	Soc.Sec.#	Date of Birth
4.	_____	_____	_____
	Name	Title	Home Tel. Number
	_____	_____	_____
	Home Address	Soc.Sec.#	Date of Birth

Please attach spread sheet, if there are additional individuals.

Whenever changes occur in the individuals that are listed above or should be listed above, those changes must be reported in writing to the Liquor Control Commission within thirty (30) days of the effective date of such change. The licensee shall pay a fee of \$250 at the time of filing the notice of such change. Any named changes must satisfy all of the eligibility requirements for a liquor license as provided in the ordinance. Any instance of noncompliance with the requirement of this of this subsection shall be grounds for revocation of any liquor license held such person or entity.

3. Does the applicant or any other Partner, Director, Officer, Manager, or Stockholder (of more than 5%) of an applicant corporation or partnership hold a federal wagering stamp for the current tax period, or has a wagering stamp for the current tax year been issued on the premises?
 YES NO

4. Has the applicant or any other Partner, Director, Officer, Manager, or Stockholder (of more than 5%) of an applicant corporation or partnership ever made a separate application for a liquor license for any premises other the premises described below?
 YES NO

5. Has the applicant or any other Partner, Director, Officer, Manager, or Stockholder (of more than 5%) of an applicant corporation or partnership ever been issued a license of any kind that has been revoked, suspended or involuntarily terminated in any way?
 YES NO

(If Yes, please indicate the type of license and circumstances leading to the license being revoked, suspended or involuntarily terminated.)

6. Has the applicant or any other Partner, Director, Officer, Manager, or Stockholder (of more than 5%) of an applicant corporation or partnership ever been convicted, forfeited bond and/or been granted immunity for any of the following situations (please check all conditions that are applicable):

Any felony under federal or state law

Any drug-related offense

Any gambling related offense

Any alcohol control offense

Any offense related to morals or decency

(If yes, to any of the above, please describe the circumstances.)

7. Is the applicant or any other Partner, Director, Officer, Manager, or Stockholder (of more than 5%) of an applicant corporation or partnership a public official (whether elected or appointed) or sworn as a law enforcement officer within Cook County?
 YES NO

If Yes, please indicate the position and the relevant terms of office below:

Business Premise Information:

The information requested below applies to the location where the business license is being sought. Please respond to all the questions below, even if you have already entered that information on Page 1 of this application!

Name of the Business:	
Street Address of the Business:	
City/County, State, Zip:	
Property Index Number:	
Business:	() -
Cell:	() -

Eligibility Questions:

I hereby certify that property is owned by applicant.

I hereby certify that property is leased from landlord

I hereby certify that property is managed via operating or management agreement.

1. Is the property where alcoholic beverages will be served owned or leased?

YES NO

(If the answer is "Owned" please skip to Question #2. Proof of ownership must be submitted with this application)

a) What is the expiration date on the lease?

b) What is the name and address of the landlord?

(A copy of the lease must be included with this application.)

2. Does the business intend to serve food and will a Food License be required for the premises? YES NO

3. Is the applicant engaged in the manufacture of alcohol? YES NO

If so, at what location(s)?

4. Is the applicant conducting the business of importing or distributing alcoholic beverages? YES NO

If so, at what location(s)?

5. Are the premises within 100 feet of any church, school, day care center, hospital, library, or home for the aged, or for indigent persons, or for veterans?

YES NO

If so, please specify:

6. Is the premises in the business of a convenience store AND selling gasoline?

YES NO

(If the answer is No, please skip to the next section)

Does the business have more than 500 stock keeping units and product mix for sale to consumers?

YES NO

Describe below the types of grocery stock for sale to consumers:

7. Have there been any changes in the existing operation, floor plan, or seating accommodations since you last applied for or renewed the license?

YES NO

8. Do you sell Tobacco Products?

YES NO

9. Do you have parking or valet services?

YES NO

10. Do you have other Liquor Licenses in another state or other local municipalities?

YES NO

Beer Garden License

10. In addition to the regular Retail Liquor License, are you also applying for a Beer Garden License?

YES NO

(If Yes, please complete this section. If No, please skip to the next section.)

11. Have you mailed via first class mail notices to all persons who reside upon lots lying within 1,000 feet of the property lines of the location for which the license is being sought? (See Alcoholic Beverage Ordinance, Section 6-11(c) for guidance on what must be stated on the notice and who must receive it.)

YES NO

(If No, you cannot obtain a Beer Garden License. If Yes, please provide the following along with your application.)

* A certificate of service signed by the person who mailed the notices, verifying the date of mailing and listing the names and addresses of individuals served.

* An affidavit verifying that all persons entitled to this notice are listed in the certificate of service as having been served.

* A complete list of all names and addresses of persons served with notice.

* A written statement certifying that the notice requirements have been met.

Live Music Entertainment License:

12. In addition to the regular Retail Liquor License, are you also applying for a Live Music Entertainment license? YES NO

(If Yes, please complete this section. If No, please skip to the next section.)

13. Are you seeking a Live Music Entertainment License for an Indoor or Outdoor location?
Indoor **Outdoor** Both
(must apply for Beer Garden License)

14. If Outdoor, is the location within 1,000 feet of property used for residential purposes?
YES NO

Special Late License:

15. In addition to the regular Retail Liquor License, are you also applying for a Special Late License? YES NO

(If Yes, please complete this section. If No, please skip to the next section.)

16. Are you seeking a Special Late License for an Indoor or Outdoor location?
Indoor **Outdoor** Both
(must apply for Beer Garden License)

17. If Outdoor, is the location within 1,000 feet of property used for residential purposes?
YES NO

Additional Special Late Liquor License:

18. In addition to the regular Retail Liquor License and Special Late License, are you also applying for an Additional Special Late License? YES NO

(If Yes, please complete this section. If No, please skip to the next section.)

19. Do you currently have an Additional Special Late License?
YES NO
20. If yes, in what year was that license first issued? _____

Affidavit of Applicant

STATE OF ILLINOIS)
COUNTY OF COOK)

I, _____, after having been duly sworn on oath state that this application was completed by me, that I have investigated all statements contained in this application and that I have personal knowledge that they are true and correct. I further understand that any false statement or misrepresentation of any fact contained herein is grounds for denial or revocation/suspension of the license for which I am applying. I agree to fully cooperate with any agency designed to investigate the information provided herein and to provide any additional information or documents that are necessary to substantiate my suitability to hold a Cook County Liquor License.

I further pledge that, during the course of conducting business, I will not violate any laws of the United States, any laws of the State of Illinois, nor any ordinance of Cook County, including Part I, Chapter 6. ALCOHOLIC LIQUOR.

Signature

Title

Signed and Sworn before me
This ___ day of _____, ____

Notary Public

LIQUOR LICENSE FEE DETAIL

Please carefully mark the type of license and endorsement for which this application is intended:

	Fee	Number	Total Fee
<p>Regular Retail Liquor License <i>(minimum required license)</i> A retail license allows the sale of any alcoholic liquor only between the hours of: 7:00a.m. – 1:00a.m. Mon. – Fri. 7:00a.m. – 2:00a.m. Saturday 12:00p.m. – 2:00a.m. Sunday</p>	\$3,000	_____	_____
<p>Special Late License This endorsement to the Regular Retail Liquor License allows an additional hour for the sale of any alcoholic liquor: 7:00a.m. – 2:00a.m. Mon. – Fri. 7:00a.m. – 3:00a.m. Saturday 12:00p.m. – 3:00a.m. Sunday</p>	\$700	_____	_____
<p>Additional Special Late License This endorsement to the Regular Retail Liquor License allows an additional hour for the sale of any alcoholic liquor and ONLY applies to existing holders of this endorsement. NO new or additional Special Late Liquor License endorsements will be issued.</p>	\$1,500	_____	_____
<p>Beer Garden License This endorsement allows for the sale of any alcohol liquor at a privately owned outdoor location adjacent to the licensed premises. This license is only valid from May 1st through October 31st.</p>	\$750	_____	_____
<p>Live Music (Road House) Amusement License \$750 This endorsement allows for the sale of any alcohol liquor at any establishment with live entertainment or dancing.</p>	\$750	_____	_____
<p>Subtotal for Application Fees and Endorsements</p>			_____

The following fees are required upon application and must be added and included with your payment total:

Criminal Records Background Check	\$34.25 (per person)	_____
Publication and Advertisement Fee (not required for renewals)	\$250	_____
Change of Officer Fee (not required for renewals)	\$250	_____
Subtotal for Additional Fees		_____
TOTAL APPLICATION FEES REMITTED		\$_____

Please note that payment for the total amount due must be made by a certified check or money order. Certified checks or money orders must be made payable to the COOK COUNTY DEPARTMENT OF REVENUE.

Cook County Affidavit of Child Support Obligations

Effective July 1, 1998, every applicant for a County Privilege shall be in full compliance with any Child Support order before such Applicant is entitled to receive or renew a County Privilege. When Delinquent Child Support exists, the County shall not issue or renew any county Privilege, and may revoke any County Privilege.

“Applicant” means any person or business entity, including all Substantial Owners, seeking issuance of a County Privilege or renewal of an existing County Privilege from the County. This term shall not include any political subdivision of the federal or state government, including units of local government, and not-for-profit organizations.

“County Privilege” means any business license, including but not limited to liquor dealer’s licenses, packaged goods licenses, tavern licenses, restaurant licenses, and gun licenses; real property licenses or lease; permit, including but not limited to building permits, zoning permits or approvals; environmental certificate; County HOME Loan; and contracts exceeding the value of \$10,000.

“Substantial Owner” means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial owner means that individual or sole proprietor.

All Applicants/Substantial Owners are required to complete this affidavit and comply with the Child Support Enforcement Ordinance before any privilege is granted. Signature of this form constitutes a certification that the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information.

Applicant Information

Last Name: _____ First Name: _____ MI: _____
SS# (last four digits): _____ Date of Birth: _____ Street Address: _____

City: _____
State: _____ Zip code: _____ Home Phone #: (_____) _____
Driver’s License #: _____

Child Support Obligation Information

The undersigned Applicant, being duly sworn on oath or affirmation hereby states that, “To the best of my knowledge”: (place an “X” next to “A”, “B”, “C”, or “D” as is appropriate)

- A. I, the Applicant, has no judicially or administratively ordered child support obligations.
- B. I, the Applicant, has an outstanding judicially or administratively ordered obligation, but is paying it in accordance with the terms of the order.
- C. I, the Applicant, is delinquent in paying judicially or administratively ordered child support obligations.
- D. I, the Applicant, is not a Substantial Owner as defined above.

The undersigned Applicant understands that failure to disclose any judicially or administratively ordered child support debt will be grounds for revoking the privilege.

Signature: _____ Date: _____

Subscribed and sworn to before me this _____ day of _____, 20_____

_____, Notary Public _____, Notary Seal

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For Internal Office Use Only: County Privilege Information

County Privilege #: _____ County Department: _____
County Requester Name: _____
County Requester Email: _____ Phone #: _____

2016 LIQUOR LICENSE APPLICATION FEE INVOICE

Applicant: Individual Corporation Partnership Limited Liability Company

Applicant Name:		Business Name:		
Business Address:		Apt./Suite	City	State
Telephone:		Email:		
U.S. Citizen: YES or NO		Federal Employer's Identification#:		Illinois Retailers Occupation Tax#:
Choose License and additional endorsements:				
Regular Retail Liquor License	\$ 3,000.00			
Special Late Liquor	700.00			
Add'l Special Late Liquor	1,500.00			
Beer Garden License	750.00			
Live Music Entertainment License	750.00			
REQUIRED FEES (Upon Application)				
Criminal Records Background Check (for each person on application)	34.25			
Publication and Advertising Fee	250.00			
Change of Officer Fee	250.00			
Late Fee	300.00			

***Liquor License will not be issued without a payment.**

Detach Below

PAYMENTS WILL NOT BE ACCEPTED WITHOUT THIS COMPLETED COUPON

REMIT PAYMENT ALONG WITH COUPON TO:
COOK COUNTY DEPARTMENT OF REVENUE
 118 N. CLARK STREET, ROOM 1160
 CHICAGO, IL 60602

PLEASE MAKE CERTIFIED CHECK OR MONEY ORDER PAYABLE TO:
 COOK COUNTY DEPARTMENT OF REVENUE

DO NOT SEND CASH

NAME: _

PHONE NUMBER: (____) _

BUSINESS _____

ADDRESS: _____

Date of Application: _



NEW APPLICATION - 2016 LIQUOR LICENSE

- | | | |
|---|---|---------------|
| | Regular Retail Liquor License | \$ 3,000.00 |
| <input type="checkbox"/> | Special Late Liquor | 700.00 |
| <input type="checkbox"/> | Add'l Special Late Liquor | 1,500.00 |
| <input type="checkbox"/> | Beer Garden License | 750.00 |
| <input type="checkbox"/> | Live Music Entertainment License | 750.00 |
| REQUIRED FEES (Upon Application) | | |
| <input type="checkbox"/> | Criminal Records Background Check
(for each person on application) | 34.25 |
| <input type="checkbox"/> | Publication and Advertising Fee | 250.00 |
| <input type="checkbox"/> | Change of Officer Fee | 250.00 |
| <input type="checkbox"/> | Late Fee | 300.00 |

***Liquor License will not be issued without a payment.**

TOTAL AMOUNT DUE

\$

CHECKLIST

Please use this checklist to make sure that you are submitting all the necessary documents to complete your application for a liquor license. Each item below should be completely filled out before mailing your application back to the Cook County Liquor Control Commission.

Remember that the payment coupon and a certified check or money order, made payable to the Cook County Department of Revenue, must be mailed in a separate envelope. **NO CASH, PERSONAL OR BUSINESS CHECKS, OR CREDIT CARDS WILL BE ACCEPTED.**

Liquor License Application

Liquor License Fee Detail

Liquor License Fee Invoice

Liquor License Indebtedness Affidavit

Secretary of State Proof that Corporation/LLC is in good standing

Original certificate of Liquor Liability Insurance (Dram Shop) in an aggregate amount of at least \$1,000,000.00. The certificate must include a 30 day cancellation notice and name the Liquor Control Commission as the certificate holder. The insurance must run for a period at least as long as the license period.

Cook County Child Support Affidavit

Proof of property ownership i.e. lease, property title

Arranged fingerprint appointments with Cook County Sheriff for person(s) listed in the application, including all Directors, Owners, Partners, Managers Registered Agents and Shareholders.

State of Illinois Liquor Control License Copy