

CALENDAR YEAR: \_\_\_\_\_  
License Valid from January 1 to December 31



### Liquor License Application

5490 Fifth Street Cottleville, Missouri 63304 Ph: 636-498-6565 Fx: 636-498-6575

Business/Association/Partnership Name: \_\_\_\_\_

Business/Association/Partnership Address: \_\_\_\_\_

Owner's/Member's Name: \_\_\_\_\_

Owner's Member's Address & Phone Number: \_\_\_\_\_

Owner's/Member's Age: \_\_\_ Date of Birth: \_\_\_/\_\_\_/\_\_\_ Driver's License No: \_\_\_\_\_

List Additional Members/Directors: \_\_\_\_\_

Federal EIN No.: \_\_\_\_\_ Sales Tax No.: \_\_\_\_\_

Check One:  Sole Proprietor  LLC  Corporation  Non for Profit

**CHECK ALL THAT APPLIES TO YOUR BUSINESS / ASSOCIATION**

**Manufacturers of Intoxicating Liquor.** For the privilege of manufacturing, distilling, blending & brewing intoxicating liquor of all kinds within this City and the privilege of selling to duly licensed wholesalers and soliciting orders for the sale of intoxicating liquor of all kinds, to, by, or through a duly licensed wholesaler within the City .....  \$300.

**Microbrewery.** For the manufacture of beer and malt liquor in quantities not to exceed ten thousand (10,000) barrels per annum. The holder of a microbrewer's license may apply for a license to sell beer and malt liquor by the drink at a retail for consumption on the premises. The holder of a microbrewer's license may also sell beer and malt liquor produced on the brewery premises to duly licensed wholesalers .....  \$300

**Manufacturer of Wine or Brandy.** Manufacturing wine or brandy in quantities not to exceed five hundred thousand (500,000) gallons, not in excess of eighteen percent (18%) of alcohol by weight for wine or not in excess of thirty four percent (34%) of alcohol by weight for brandy, from grapes, berries, other fruits, fruit products, honey, and vegetables produced or grown in the State of Missouri exclusive of sugar, water & spirits, there shall be paid to and collected by the City, a license fee of \$5.00 for each five hundred (500) gallons or fraction thereof of wine or brandy produced up to a maximum license fee of \$300.00.....  gallons x \$5.00 (not to exceed \$300.00) ..... \$

**Solicitors and Wholesalers of Intoxicating Liquor.** Selling intoxicating liquor of all kinds by a wholesaler to a person duly licensed to sell such intoxicating liquor of all kinds at retail and selling to duly licensed wholesalers and soliciting orders for the sale of intoxicating liquor of all kinds to, by, or through a duly licensed wholesaler within this City .....  \$100

**Retail Sales of intoxicating Liquor - By the Drink.** For the sale of all kinds of intoxicating liquor, at retail by the drink, for consumption on the premises, including the sale of intoxicating liquor in the original package .....  \$300

**Retail Sales of Intoxicating Liquor - Original Package.** For the sale of intoxicating liquor in the original package, not to be consumed upon the premises where sold, sold in connection with and by a person engaged in the operation of one or more of the following businesses: a drug store, a cigar and tobacco store, a grocery store, a general merchandise store, a confectionary or delicatessen store, and having and keeping in the store a stack of goods having a value according to the invoices of at least one thousand dollars (\$1,000), exclusive of fixtures and intoxicating liquors. Under this licensed, no intoxicating liquor shall be consumed on the premises where sold nor shall any original package be opened on the premises of the vendor .....  \$150

**Sunday Sales.** Any person licensed to sell intoxicating liquor either at retail by the drink for consumption on the premises of the licensee, or for the sale of intoxicating liquor in the original package, or who possess the qualifications and meets the requirements of the City Code for such licenses, may apply for a special license to sell intoxicating liquor either at retail by the drink for consumption on the premises of the licensee, or for the sale of intoxicating liquor in the original package between the hours of 9:00 am and midnight on Sundays. This is addition to all other fees .....  \$200

**Malt Liquor by the Drink (Beer Sales ONLY).** For the sale of malt liquor at retail by drink for consumption on the premises where sold ..... (includes Sunday sales for beer only) .....  \$50

**Wine & Malt Liquor Tasting.** Any person licensed to sell intoxicating liquor in the original package at retail may apply for a license to conduct wine, malt liquor, and distilled spirit tastings on the premises. This fee is in addition to all other fees required .....  \$25

**Late Fees.** An additional twenty five dollars (\$25.00) per month (Max. of \$150.00) .....  \$25/month

**Not for Profit Picnic License.** In addition to the annual licenses provided, a temporary license for the sale of all kinds of intoxicating liquor, including liquor in the original package and at retail by the drink for consumption on the premises of the licensee, may be issued to any church, school, civic, service, fraternal, veteran, political, or charitable club or organization for the sale of such intoxicating liquor at a picnic, bazaar, fair, or some other gathering. This license shall be issued only for the day(s) named and it shall not authorize the sale of intoxicating liquor for more than seven (7) days by any such club or organization .....  \$25

Event Description: \_\_\_\_\_

Event Location / Premise Address: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Event Times(s): \_\_\_\_\_

**Special Event Off Premises.** A temporary license to caterers and other persons holding licenses to sell intoxicating liquor by the drink at retail for consumption on the premises pursuant to the provision of Chapter 311, RSMo, who furnish provision and services for use at a particular function, occasion, or event at a particular location other than the licensed premises but not including a “festival” as defined in Chapter 316 RSMo. This temporary license shall authorize the service of alcoholic beverages at such function, occasion, or event during the hours at which alcoholic beverages may lawfully be sold or served upon premises licensed to sell alcoholic beverages for on-premises consumption on the premises in which such function, occasion, or event is held. Such temporary license shall be issued for a period not to exceed one hundred sixty eight (168) consecutive hours and may not be renewed. All provisions of the City’s ordinances, rules, and regulations shall extend to such premises and shall be in force

and enforceable during all the time the licensee, its agents, servants, employees or stock are in such premises. This temporary license shall allow the sale of intoxicating liquor in the original package.....  \$15/day

Event Description: \_\_\_\_\_

Event Location / Premise Address: \_\_\_\_\_

Event Date(s): \_\_\_\_\_ Event Times(s): \_\_\_\_\_

1. Completed application for a temporary license issued must be submitted to the City Administrator at least five (5) days prior to the function, occasion or event.
2. No more than six (6) licenses shall be issued to any persons or organizations during the license term.
  - Attach written permission from the property owner to hold the function, occasion or event
  - Attach a photo copy of the applicant's driver's license

TOTAL AMOUNT DUE ..... \$  
(Amounts are not prorated)

X  
\_\_\_\_\_  
Signature of Owner /Authorized Person

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date

1. Has the Applicant ever had a liquor license previously?  YES  NO  
If yes, where: \_\_\_\_\_
2. Has the Applicant ever had a liquor license revoked?  YES  NO  
If yes, list date & location: \_\_\_\_\_
3. Has the Applicant ever been convicted of a violation of any law applicable to manufacture or sale of intoxicating liquor or non-intoxicating beer?  YES  NO
4. Has the Applicant ever been convicted of a Felony Offense?  YES  NO  
If yes, give dates, charges, & locations: \_\_\_\_\_
5. Has the Applicant ever been convicted of a misdemeanor offense?  YES  NO  
If yes, give dates, charges, & locations: \_\_\_\_\_

**You must have a current annual business license with the City of Cottleville before acquiring a liquor license. Complete all information. Any falsification or misrepresentation on this application could result in immediate revocation or suspension.**

**A Missouri State Highway Patrol Criminal Record Check is required annually.**

- Use the online MSHP MACHS Name Search Portal for an immediate record.  
<https://www.machs.mshp.dps.mo.gov/MocchWebInterface/home.html>
- Or use the mail in form below, however allow 4-6 weeks to receive your record.  
[www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/documents/SHP-1582019.pdf](http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/documents/SHP-1582019.pdf)

**\*INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED IN PERSON OR BY MAIL AND WILL BE RETURNED TO YOU**

**\*IF YOU HAVE LIVE ENTERTAINMENT, YOU ARE REQUIRED TO HAVE AN ENTERTAINMENT LICENSE.**

**\*AFTER OBTAINING YOUR COTTLEVILLE LIQUOR LICENSE, YOU MUST APPLY FOR YOUR STATE OF MISSOURI LICENSE AND YOUR ST. CHARLES COUNTY LIQUOR LICENSE\*.**

**\*NEW BUSINESS(ES) – A COTTLEVILLE CONDITIONAL USE PERMIT IS REQUIRED FOR ALL ORIGINAL PACKAGE RETAIL LIQUOR SALES**

I hereby authorize the Chief of Police of the City of Cottleville, Missouri or his designate to conduct a criminal history check and personal background check and for release of any information to City Officials.

I, \_\_\_\_\_ hereby declare under penalties of perjury that I am of good moral character, free of felonies and meet the qualifications of the City Code Section 600.040 and Ordinance 1499 regarding the sale of alcoholic beverages and other matters related thereto. I declare under penalties of perjury that I am not aware of any information that would prohibit me from fulling or meeting any liquor licensing requirements.

X \_\_\_\_\_  
Signature of Officer / Owner / Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**Cottleville Office Use  
Only**

Date Application Received					Check No:			
Fee Receipt No:					Date License Issued:			
Total Amount Paid:					Notes:			