

City of O'Fallon, Missouri

Liquor License Application

1. **Verify through the Planning and Zoning Department** that the property you are considering for your business is zoned properly and will permit the sale of alcohol.
2. **Complete a LIQUOR LICENSE APPLICATION** for the City of O'Fallon and submit it, along with the appropriate fee, to the City Clerk's Office. A liquor license is issued for one (1) year, (July 1st through June 30th). The fees will be prorated on a monthly basis.
3. **Complete the REQUEST FOR CRIMINAL RECORDS CHECK form and mail it, along with the required \$ 10.00 fee (certified check or money order ONLY) to the Missouri State Highway Patrol. It takes 6 to 8 weeks for the Criminal Check to be received at City Hall, so mail it in immediately. If you drive to Jefferson City you will have it within half an hour.**

Liquor license applications *must be voted on by the City Council* at their regular monthly meetings. Council meetings are held the 2nd and 4th Thursday of each month. *Before the application can be brought before the Council, we must have your completed application, payment, and your Records Check information from the State Highway Patrol. Payment and documentation must be in the hands of the City Clerk ten days prior to the Council Meeting.*

AFTER OBTAINING YOUR CITY LICENSE, you must apply for a State of Missouri and a St. Charles County liquor license. You will need to obtain the State license before applying to the County.

MISSOURI DIVISION OF LIQUOR CONTROL
111 North Seventh Street
St. Louis, Missouri 63101
(314) 340-6835

Once you have approval from O'Fallon and the State, you will need to complete an application with the County.

ST. CHARLES COUNTY CLERKS OFFICE
201 North Second Street, Room 541
St. Charles, Missouri 63301
636-949-7465

You must have a current business license with the City of O'Fallon before acquiring a liquor license.

If you have live entertainment, you are required to have an Entertainment License.

If you have a Special Event you must obtain a Picnic/Special Event per (same form as liquor license application.) If the event requires a tent, you must have a tent permit. You are only allowed one tent per calendar year. This permit is obtained through the City Planner: 636-379-5541.

Please direct any questions or need for assistance to:
Susan Lane – 636-379-5503

LIQUOR LICENSE APPLICATION

City of O'Fallon, Missouri

Business Name: _____

SUNDAY SALES ORIGINAL PACKAGE – Retail Sold direct to the consumer, not for resale and not for consumption on the premises beginning at 11:00 AM.	\$300.00	
SUNDAY SALES RESTAURANT/BAR – Retail liquor by the drink for consumption on the premises where sold during Sunday hours 11:00 AM through midnight, 50% food sales required.	\$300.00	
LIQUOR BY THE DRINK - FULL LIQUOR LICENSE – Retail all intoxicating liquor and original package for consumption on the premises where sold.	\$450.00	
5% BEER & LIGHT WINE – 14% By weight for consumption on the premises where sold by the drink.	\$75.00	
5% BEER AND LIGHT WINE – 14% BY WEIGHT – in the original package not for consumption on the premises sold direct to the consumer, not for resale.	\$75.00	
CATERERS LICENSE – Retail all intoxicating liquor and original package for consumption of the premises where the catering event occurs.	\$75.00	
ORIGINAL PACKAGE RETAIL – Retail, not for consumption on the premises, sold direct to the consumer, but not for resale.	\$150.00	
LIQUOR WHOLESALER – SOLICITOR LICENSE – Selling to duly licensed wholesalers and soliciting orders.	\$300.00	
MICROBREWERY LICENSE – For a business whose primary activity is the brewing & selling of beer, with an annual production of ten thousand barrels or less.	\$150.00	
BEER/LIQUOR BY THE DRINK – CATERERS LICENSE – Retail for consumption on the premises. Effective for a period not to exceed 120 consecutive days	\$10.00 per day	
5% MALT LIQUOR – BY DRINK not to exceed 5% by weight for consumption on premises where sold.	\$75.00	
5% MALT LIQUOR - ORIGINAL PACKAGE – not for consumption on the premises and not for resale.	\$75.00	
COL (Consumption Liquor License) – Permits a person operating a business where food, beverages, entertainment and/or use of the facility are provided for compensation to allow others who use such premises to consume intoxicating liquor.	\$90.00	
WINE TASTING – Permits a person licensed to sell intoxicating liquor in the original package to retail to conduct wine and distilled spirit tasting on the licensed premises.	\$37.50	
BEER/LIQUOR BY THE DRINK – PICNIC/SPECIAL EVENT LICENSE – Liquor by the drink for consumption on the premises where sold. Issued to any church, school, civic, service, fraternal, veteran, political or charitable club or organization for the sale at a picnic, bazaar, fair or similar gathering. License issued for no more than seven days. DATE OF EVENT _____	\$ 37.50	
LIQUOR BY THE DRINK – EXTENSION OF PREMISE LICENSE – Retail all intoxicating liquor for consumption on the premises. Extension of premise shall be for special events to be held in the area touching the front door of the establishment only. Limited to 3 times per liquor license year. DATE OF EVENT _____	\$37.50	

(Liquor licenses are pro-rated on an annual cost basis which ends June 30th each year. Application for renewal should be made during the month of May to avoid lapse.)

COMPLETE ALL INFORMATION ON THE FOLLOWING PAGE. ANY FALSIFICATION OR MISREPRESENTATION ON THIS APPLICATION COULD RESULT IN IMMEDIATE REVOCATION OR SU SPENSION OF YOUR LIQUOR LICENSE.

NAME OF BUSINESS: _____
LOCATION ADDRESS: _____

DESCRIPTION OF PREMISES: _____
NAME OF APPLICANT: _____
RESIDENCE PAST FIVE (5) YEARS: _____

(Beginning with present address of Applicant and Managing Officer. If Partnership, Association, Silent Partner, or Straw Party, show name and address.)

DRIVER'S LICENSE NUMBER: _____ STATE: _____
DATE OF BIRTH: _____ PLACE OF BIRTH: _____
BUSINESS PHONE: _____ HOME PHONE: _____

1. Has applicant ever had a liquor license previously? YES _____ NO _____
If so, where: _____
2. Has applicant ever had a liquor license revoked? YES _____ NO _____
If so, date and place: _____
3. Has applicant ever been convicted of a violation of any law applicable to manufacture or sale of intoxicating liquor or non-intoxicating beer since the ratification of the 21st. amendment to the U.S. Constitution? YES _____ NO _____
4. Has applicant ever been convicted of a Felony offense? YES _____ NO _____
If so, give dates, charges and locations: _____
5. Has applicant ever been convicted of a misdemeanor offense? YES _____ NO _____
If so, give dates, charges and locations: _____

I/We hereby authorize the Chief of Police of the City of O'Fallon, Missouri or his designate to conduct a criminal history check and personal background check for release of any information, in Police and/or court records involving me, to the Mayor and City Council to evaluate my application for a Liquor License.

(Signature)

THIS IS TO CERTIFY THAT THE ABOVE APPLICATION WAS FILED WITH ME ON: _____

ACCOMPANIED BY THE REQUIRED LICENSE FEE OF \$ _____

City Clerk
City of O'Fallon, Missouri

