



VILLAGE OF CHANNAHON

24555 S. NAVAJO DRIVE • CHANNAHON, ILLINOIS 60410
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LIQUOR LICENSE APPLICATION PROCEDURES

The Village of Channahon is vested with the power to regulate the sale of liquor within the Village corporate limits. It shall be unlawful for any person, corporation, firm, partnership or club to sell or offer for sale at retail within the Village any alcoholic beverage without first obtaining a retail liquor dealers license from the Village.

The Village President is designated as the Local Liquor Control Commissioner and is charged with the administration of this chapter and the Liquor Control Act, ILCS Ch. 235, Act 5 § 1-2 et seq. and of such other ordinances and resolutions relating to alcoholic liquor.

All appeals of the Liquor Commissioner's decisions, opinions or orders shall be made to the Illinois Liquor Control Commission

All applications for such license shall be made to the Village President in writing, under oath and signed by the applicant, if an individual, by at least two partners if a partnership, or president and secretary if a corporation.

The following are the procedures for obtaining a liquor license:

- 1) Complete and submit the attached application.
- 2) Contact the Police Department to set up an appointment to be fingerprinted as part of the background check.
- 3) Once the background check is complete and that it indicates the subject is qualified to obtain a liquor license, the following items will be needed to complete the application:
 - a. Exterior photo of the premises
 - b. Sketches and/or photos of the interior of the premises indicating where alcoholic beverages will be served, exterior signage (size and location) and parking facilities.
 - c. Letter of compliance from the county health department.
 - d. Copy of a written lease or proof of ownership of the premises.
 - e. Copy of a liquor liability policy with the Village of Channahon as certificate holder.
 - d. Copy of the State of Illinois Liquor License



The following are the reasons for a liquor license to be denied as stated in §111.12 of the Village Code of Ordinances:

- 1) A person who is not a resident of the village. The residency requirements shall not apply to a corporation or a partnership;
- 2) A person who is not of good character and reputation in the community in which he resides;
- 3) A person who is not a citizen of the United States;
- 4) A person who has been convicted of a felony under any federal or state law;
- 5) A person who has been convicted of being the keeper or is keeping a house of ill fame;
- 6) A person who has been convicted of pandering or other crime or misdemeanor opposed to decency and morality;
- 7) A person whose license issued under the laws of the state or this chapter has been revoked for cause;
- 8) A person who at the time of application for renewal of any license issued hereunder would not be eligible for such license upon a first application;
- 9) A partnership, unless all of the members of such partnership shall be qualified to obtain a license;
- 10) A corporation, if any officer, manager or director thereof, or any stockholder or stockholders owning in the aggregate more than 5% of the stock of such corporation, would not be eligible to receive a license hereunder for any reason other than citizenship and residence within the village;
- 11) A corporation unless it is incorporated in Illinois, or unless it is a foreign corporation which is qualified under the Illinois Business Corporation Act to transact business in Illinois;
- 12) A person whose place of business is conducted by a manager or agent, unless the manager or agent possesses the same qualifications required by the licensee;
- 13) A person who has been convicted of a violation of any federal or state law concerning the manufacture, possession or sale of alcoholic liquor, or has forfeited his bond to appear in court to answer charges for any such violation;
- 14) A person who does not beneficially own the premises for which a license is sought or does not have a lease thereon for the full period for which the license is to be issued;
- 15) Any law enforcing public officials, including members of the Village Liquor Control Commission, the Village President, any member of the Village Board of Trustees or any president or member of the County Board, except that a license may be granted to such official in relation to premises which are not located within the territory subject to the jurisdiction of that official if the issuance of such license is approved by the State Liquor Control Commission;
- 16) A person who is not a beneficial owner of the business to be operated by the licensee;
- 17) A person who has been convicted of a gambling offense as proscribed by any of subsection (2)(3) through (a)(10) of Section 28-1 of, or as proscribed by

Section 28-3 of the "Criminal Code of 1961" approved July 28, 1961, as heretofore or hereafter amended, or as proscribed by a statute replaced by any of the aforesaid statutory provisions;

- 18) A person to whom a Federal Gaming Device Stamp or a Federal Wagering Stamp has been issued by the federal government for the current tax period;
- 19) A partnership to which a Federal Gaming Device Stamp or a Federal Wagering Stamp has been issued by the federal government for the current tax period, or if any of the partners have been issued a Federal Gaming Device Stamp or Federal Wagering Stamp by the federal government for the current tax period;
- 20) A corporation, if any officer, manager or director thereof, or any stockholder owning in the aggregate more than 5% of the stock of such corporation has been issued a Federal Gaming Device Stamp or a Federal Wagering Stamp for the current tax period;
- 21) Any premises for which a Federal Gaming Device Stamp or a Federal Wagering Stamp has been issued by the federal government for the current tax period;
- 22) Any person, firm or corporation not eligible for a state retail liquor dealer's license;
- 23) Any applicant who fails to obtain a state liquor license.
- 24) Any person, partnership, firm, or corporation which does not present evidence of dram shop insurance, in the form of a Certificate of Insurance issued by an insurance company authorized to do business in Illinois, insuring the applicant, and the owner or lessor of the premises, in at least the amounts recoverable under the Illinois Liquor Control Act. Further, the Certificate of Insurance must contain an affirmative statement that the village will be notified upon the cancellation, revocation, or suspension of the policy of insurance.

**VILLAGE OF CHANNAHON
LIQUOR LICENSE APPLICATION**



Date of Application _____

The undersigned makes application for the issuance of a Village license for the sale of alcoholic beverages and hereby certifies to the following facts:

1. Class of license sought _____

2. Applicants Full Name _____
 - a. Applicants Full Address _____
 - b. Applicants Phone _____
 - c. Date/Place of Birth _____
 - d. Is applicant a citizen of the Untied States? Yes No
 - e. If a naturalized citizen, give date & place of proceedings _____

3. If applicant is a Partnership, give names, addresses, date of birth of all partners and list principal business activity of each partner.
 - a. _____

 - b. _____

 - c. _____

 - d. _____

4. If applicant is a Corporation list full names of all officers and directors with complete residence addresses, phone number and date of birth and title.
 - a. _____

 - b. _____

- c. _____

- d. _____

- e. _____

- f. _____

- g. _____

5. Applicant's Corporate Name:

- a. Corporate Complete Address: _____
- b. Corporate Complete Phone Number: _____
- c. Date of Incorporation: _____
- d. State of Incorporation: _____

6. Give full name, drivers license number; full address and phone number of Manager the business will be conducted by:

Full Name: _____

Full Address: _____

Phone: _____ Drivers License # _____

- a. Authority conferred upon manager with relation to the operation or management of the business for which this license is sought _____

7. Name of Business for which license is sought _____

a. Business Address _____

b. Business Phone _____

8. State principal kind of business _____

a. **Submit a copy of your proposed business/building plan layout indicating where alcoholic beverages will be served and stored.**

9. Do you hold any other current licenses issued by the Village of Channahon?

Yes No

If yes, what is the license, name and address of the licensed premises?

License Type: _____

Name: _____

Address: _____

10. Is applicant licensed as a food dispenser? Yes, give license number _____
 No

11. Does applicant seek a license to sell alcoholic beverages upon the premises as a restaurant? Yes No If yes, are premises:

a. Maintained and held out to the public as a place where meals actually and regularly are served? Yes No

b. Provided with adequate and sanitary kitchen and dining room equipment and capacity with sufficient employees to prepare, cook and serve suitable food:
 Yes No

c. **A copy of County Health Department permit must be submitted before license will be issued.**

12. If applicant is a club, does it comply with the definition of "club" as set forth in Section 2.24 of AN ACT relating to alcoholic beverages, Chapter 43, Section 95.24, Illinois Revised Statutes?

N/A Yes No

13. Does applicant own the premises for which this license is sought?

Yes No

a. If no, does applicant have a lease on premises covering the full period which license is sought?

Yes No If yes, give the following:

b. Name of lessor _____

c. Address of lessor _____

d. Phone of lessor _____

e. Period covered by lease:

From _____ to _____

f. **Submit a copy of lease**

14. Is location of applicant's business for which license is sought within 100 feet of any church or school? Yes No

15. Is the applicant, manager or in the case of a corporation any directors, or in the case of a partnership any of the partners, engaged in the manufacture of alcoholic beverages?
 Yes No

If yes, at what location(s) _____

16. Is applicant, manager, or in the case of a corporation any directors, or in the case of a partnership any of the partners, conducting the business of an importing distributor or distributor of alcoholic beverages?
 Yes No

17. Has applicant, manager or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor?
 Yes No

18. Has applicant, manager or in the case of a corporation any directors, or in the case of a partnership any of the partners, been convicted of a gambling offense as proscribed by subsection (2) (3) through (a) (10) of Section 28-1 of, or as proscribed by Section 23-3 of the Illinois Criminal code?
 Yes No

19. Has applicant, manager or in the case of a partnership any of the partners, or an officer or director of Corporation or any stockholder(s) owning in the aggregate more than five percent (5%) of the stock of such corporation, ever been convicted of any felony under any Federal or State law?
 Yes No

If yes, give name of person so convicted, stating date and offense: _____

20. Has applicant, manager or in the case of a partnership any of the partners, or an officer or director of a Corporation or any stockholder(s) owning in the aggregate more than five percent (5%) of the stock of such corporation, ever been convicted of being the keeper of

a house of ill fame, or of pandering or other crime or misdemeanor opposed to decency and morality?

Yes No

21. Has applicant, manager or in the case of a partnership any of the partners, or an officer or director of a Corporation or any stockholder(s) owning in the aggregate more than five percent (5%) of the stock of such corporation ever permitted an appearance bond forfeiture for any of the violations mentioned in question 19 or 20?

Yes No

If yes, state particulars:

22. Has applicant, manager or in the case of a partnership any of the partners, or an officer or director of a Corporation or any stockholder(s) owning in the aggregate more than five percent (5%) of the stock of such corporation made application for a similar license for this period for any premises other than those described above?

Yes No

If yes, give name of application, location of premises, date and disposition.

23. Has any license previously issued by State, Federal or local authorities to applicant, manager or in the case of a partnership any of the partners, or an officer or director of a Corporation or any stockholder(s) owning in the aggregate more than five percent (5%) of the stock of such corporation been revoked?

Yes No

If yes, give name of licensee and state reasons for the date of revocation.

24. Has applicant, manager or in the case of a partnership any of the partners, or an officer or director of a Corporation or any stockholder(s) owning in the aggregate more than five percent (5%) of the stock of such corporation been issued a Federal Gaming Device Stamp or a Federal wagering Stamp by the Federal Government for the current tax period?

Yes No

25. Is any law enforcing official, mayor, alderman, member of a city council or commission, member of a village board of trustees, or member of a county board, directly or indirectly interested in the business for which license is sought?
- Yes No

26. **Certificate of insurance must be submitted, with the Village of Channahon has certificate holder, before license will be issued.**

APPLICANT COMPLETE THE FOLLOWING

CERTIFICATE OF NO TAX DELINQUENCY

Pursuant to Ill. Rev. Stat., Ch 43, Para. 119, and the Village of Channahon Code, the undersigned, as applicant for a liquor license or a liquor license renewal, hereby certifies as follows:

- 1] That the applicant is not delinquent in filing any required tax return or paying any amounts owed to the State of Illinois; and
- 2] That the applicant is not delinquent in the payment of any tax owed to the Village of Channahon.

Applicant (Individual, Partnership or Corporation)

Date

BACKGROUND CHECK AUTHORIZATION FOR

VILLAGE OF CHANNAHON

LIQUOR LICENSES

I authorize and empower the Village of Channahon and the Channahon Police Department to obtain, prepare, use and furnish information concerning my current and former credit, general reputation and criminal history.

Signed

Date

I (We) swear (or affirm) that I (we) will not violate any of the ordinances of the Village of Channahon or the laws of the State of Illinois or the laws of the United States of America, in the conduct of the place of business described herein and the that the statements contained in this application are true and correct.

President of Corporation or Individual

Secretary of Corporation or Partner

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

Notary Public