



INDEPENDENCE

★ COMMUNITY DEVELOPMENT ★

LIQUOR LICENSE APPLICATION GUIDELINES

Businesses wishing to sell liquor in the City of Independence must obtain City, Jackson County, and State of Missouri liquor licenses. Please refer to the list provided identifying the types of licenses and the annual City license fee. A completed liquor license application submitted to the License Division could take up to (12) twelve weeks to process. The Regulated Industries Division handles the administration of the City's Liquor Code and the Police Department provides enforcement of the Liquor Code.

An application for a liquor license can be downloaded or picked up in the lobby on the second floor of City Hall. An instruction sheet is provided that will help in completing the application. Once the forms have been fully completed, you will need to submit them to the Regulated Industries Division at City Hall, 111 East Maple Street, Independence for continued processing and approval.

The application is reviewed by several City Departments. Criminal History Background information on the individuals operating the business is checked through the Police Department. The location of the business is reviewed for compliance with the Liquor Code and other applicable City Codes. The structure or submitted building plans where the business will be located is inspected by the Fire Department and the Community Development Department for compliance with City Codes.

After processing by the City staff, the application and an inspection report is forwarded to the City Council for consideration. Following approval, a City approval letter will be mailed to the applicant, which is needed to apply for the Missouri Liquor License. The City Liquor and Business Licenses will be mailed to the applicant after being printed. Once they are received you will then need to apply for a Jackson County Liquor License. **Prior to opening your business is it required that all liquor licenses be issued for posting.**

All City Liquor Licenses expire on June 30th, and all licenses must be renewed annually. An annual renewal application must be received by the City before May 31st of each year to avoid penalty.

All businesses must have a City Business License. You will make application for the Business License during the application process for the Liquor License. An applicant may open their business for non-liquor related items before the issuance of the Liquor License by simply applying for a general business license with no liquor sales.

LIQUOR LICENSE FEES

Package Liquor Licenses:

Unlimited Retailer of Intoxicating Liquor (P1)	\$150.00
Unlimited Sunday Sales Retailer of Intoxicating Liquor (P2)	\$300.00
Limited Retailer of Intoxicating Liquor (P3)	\$150.00
Limited Sunday Sales Retailer of Intoxicating Liquor (P4)	\$300.00
Tasting of Intoxicating Liquor (P5)	\$ 37.50
Tasting On and Off Licensed Retail Premises (P6)	No Fee
Unlimited Retailer of Malt Liquor and Light Wine (Q1)	\$ 75.00
Unlimited Sundays Sales Retailer of Malt Liquor and Light Wine (Q2)	\$300.00
Limited Retailer of Malt Liquor and Light Wine (Q3)	\$ 75.00
Limited Sunday Sales Retailer of Malt Liquor and Light Wine (Q4)	\$300.00
Unlimited Retailer of Malt Liquor (Q5)	\$ 75.00
Limited Retailer of Malt Liquor (Q6)	\$ 75.00

Drink Licenses:

Tavern Intoxicating Liquor (T1)	\$450.00
Sunday Tavern Intoxicating Liquor (T3)	\$300.00
Tavern Malt Liquor & Light Wine (T2)	\$ 75.00
Sunday Tavern Malt Liquor & Light Wine (T4)	\$300.00
Restaurant/Bar Intoxicating Liquor (R1)	\$450.00
Sunday Restaurant Bar Intoxicating Liquor (R2)	\$300.00
CFRSV Organization Intoxicating Liquor (F1)	\$450.00
Sunday CFRSV Organization Intoxicating Liquor (F2)	\$300.00
Hotel Intoxicating Liquor (H1)	\$450.00
Sunday Hotel Intoxicating Liquor (H2)	\$300.00
Place of Amusement Intoxicating Liquor (A1)	\$450.00
Sunday Place of Amusement Intoxicating Liquor (A2)	\$300.00
Place of Entertainment Intoxicating Liquor (E1)	\$450.00
Sunday Place of Entertainment Intoxicating Liquor (E2)	\$300.00
Common Eating and Drink Area Intoxicating Liquor (J1)	\$450.00
Sunday Common Eating and Drink Area Intoxicating Liquor (J2)	\$300.00
Consumption of Intoxicating Liquor (Z1)	\$ 90.00
Malt Liquor (D1)	\$ 75.00
Restaurant Bar Malt Liquor and Light Wine (G1)	\$ 75.00
Sunday Restaurant Bar Malt Liquor and Light Wine (G2)	\$300.00

Special Licenses:

Microbrewery (S1)	\$7.50 per 100 gallons produced
Domestic Winery (S2)	\$7.50 per 500 gallons produced
Domestic Wine by the Drink (S3)	\$450.00
Picnic 7 Day Intoxicating Liquor by the Drink (S4)	\$ 37.50
Picnic 7 Day Malt Liquor and Light Wine by the Drink (S5)	\$ 25.00
July 4 th Celebration Malt Liquor and Light Wine by the Drink (S6)	\$150.00
Caterer Intoxicating Liquor by the Drink – Daily (C1)	\$ 15.00
Caterer Intoxicating Liquor by the Drink – Up to 50 days (C2)	\$750.00
Caterer Intoxicating Liquor by the Drink – Unlimited Days (C3)	\$1000.00
Caterer Malt Liquor and Light Wine by the Drink - Daily (C4)	\$ 15.00

Manufacturing, Distilling, Blending Licenses:

Intoxicating Liquor (M1)	\$675.00
Wine (M2)	\$675.00
Malt Liquor (M3)	\$675.00

Wholesale Licenses:

Intoxicating Liquor (W1)	\$750.00
Wine (W2)	\$300.00
Malt Liquor (W3)	\$150.00



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AFFIDAVITS TO BE PREPARED BY SELLER

1. **BILL OF SALE** - A signed and notarized copy must be furnished which reflects the full purchase price, as well as complete description of all goods, fixtures, furniture, equipment, food-liquor inventory, etc., received in the sales transaction. If a "Contract of Sale" is executed in conjunction with the "Bill of Sale", a signed and notarized copy of it must be furnished.
2. **INTENT TO SELL** - (form furnished) - Said form, signed by seller, notifies the Liquor License Office of a contemplated change of ownership of the liquor business and the **seller acknowledges the responsibility of remaining in control of the licensed premises until applicant's license is issued.**
3. **CREDITOR'S AFFIDAVIT** - (form furnished) - Seller's signed and notarized affidavit that seller has no outstanding liquor bills or has notified all wholesalers to whom money is due of seller's intention to sell the business.

If this application is for a change of ownership, the above items must be provided.

AFFIDAVITS TO BE PREPARED BY APPLICANT

1. **APPLICATION AFFIDAVIT** - (form furnished) - Answer all questions and all parts of all questions in full. **Original signature and notarization are required on each copy.** Answer N/A if applicable.
2. **PERSONAL INFORMATION** - (form furnished) - To be filed by the sole individual owner, all partners, or in the case of a corporation, by the Managing Officer, all principal corporate officers, all directors, and all corporate stockholders holding 10% or more of the capital stock, in the case of a limited liability company, by the Managing Officer and all LLC members. **Original signature and notarization are required on each form.**
3. **COPY OF LEASE AGREEMENT** - The lease agreement must be executed to the sole owner, all partners if business ownership is a partnership, to the LLC if ownership is an LLC, or to the corporation if the business ownership is a corporation. The lease agreement must reflect the lease term, monthly rental, options to renew, and special conditions, etc. Any assignment of a lease must bear written approval of the lessor. Lease or separate document must indicate name and address of property owner.

If the property is being purchased, or is owned by the applicant, a copy of the warranty deed or deed of trust, in the name of the sole owner, all partners if business ownership is a partnership, in the name of the LLC if business ownership is an LLC, or in the name of the corporation if business ownership is a corporation.

If an individual is purchasing the property, a lease agreement must be executed from the individual to all partners of the partnership if the business ownership is a partnership, to the LLC if the business ownership is an LLC, or to the corporation if the business ownership is a corporation.

4. **MANAGING OFFICER** - (form furnished) - If business ownership is a corporation, a resolution of the corporation designating the Managing Officer must be provided. If business ownership is an LLC, a notarized affidavit from a managing member designating the Managing Officer must be provided. Managing Officer must be a resident of the State of Missouri and a United States citizen. The Managing Officer Appointment form may be used in lieu of the corporate resolution or LLC affidavit. **(Disregard if sole ownership or partnership.)**
5. **ELECTION OF OFFICERS AND STOCK OR OWNERSHIP SHARES ISSUED** - If ownership is a corporation, minutes of a corporate meeting electing officers and giving a breakdown of stock shares held by all persons to **equal 100%**. If ownership is an LLC, a copy of the articles of organization and a breakdown of members and ownership shares **equaling 100%**. If ownership is a partnership, a notarized statement giving a breakdown of the shares/percentage owned by each individual is required. **Must have information indicating the total ownership showing the breakdown of percentage owned.** Should a corporation be a share/stock holder of 10% or more a list of those officers will be required with a Personal Information Sheet and State Criminal Background on each. Provide a flow chart if necessary.
6. **PHOTOGRAPH** - A recent passport size photograph of the sole owner, all partners if business ownership is a partnership, or the Managing Officer if business ownership is a corporation or a LLC.
7. **PHOTOGRAPH** - A recent photograph of **ALL SIDES** of the exterior of the premises for which the license is sought.
8. **COUNTY PERSONAL PROPERTY TAX RECEIPT** - Each applicant must submit a copy of his/her County Personal Property Tax receipt for the year immediately preceding the date of application. If business ownership is a partnership, all partners must submit a copy of their County Personal Property Tax receipt. If business ownership is a corporation or a LLC, only the Managing Officer must submit a copy of his/her County Personal Property Tax receipt. Do NOT submit the real estate tax receipt.
9. **VOTER REGISTRATION** - Each applicant must submit a "Certificate of Voter Registration". If business ownership is a partnership, each partner must submit a "Certificate of Voter Registration". If business ownership is a corporation or a LLC, only the Managing Officer must submit a "Certificate of Voter Registration". This office will not accept a copy of the application for registration.
10. **AFFIDAVIT** - (form furnished) - Package liquor license applications must be accompanied by an affidavit stating the value of stock other than liquor or fixtures.
11. **DIAGRAM OF PREMISES** - Drawing of the floor plan/outdoor patio for the proposed business with specifications of the fixtures contained therein, including tables/seating/doors/gates etc. Outdoor patio areas must be fenced or enclosed with a barrier with a minimum of 42 inches in height. A full description/specifications of the fence or enclosure must be provided. The emergency exit gates must have a sign posted stating **"NO ALCOHOLIC BEVERAGES BEYOND THE FENCED AREA"**. A picture or description of signs must be provided with location of posting on the barrier. All drawings and plot plans shall be no larger than 8 ½ " x 11". **(Disregard if existing business changing ownership.)**
12. **CERTIFIED SURVEY** - (see sample survey provided) survey (no larger than 8 ½" x 11") of the subject property including any outdoor areas **must be provided from a registered engineer or land surveyor**, which shows the dimensions and location of the proposed licensed structure and the outdoor area separately. The distances of the proposed location to the property lines, curb cuts and number of parking spaces available must also be shown. The survey shall also show all surrounding separate property lines within 300 feet (or 1,000 feet see below), the location of any and all residential or commercial structures and indicating their use. The survey must also indicate any schools, churches, hospitals, public parks, playgrounds, libraries or museums. If the use is health or medical related the use must clearly indicate the type of service provided on the survey.

Businesses that choose to display or sell any type of books, photographs, magazines, films, videos or other periodicals which are distinguished or characterized by the principal emphasis on matters depicting, describing or relating to specified sexual activities must provide a survey with all the above requirements, however, within a distance of 1,000 feet of the proposed structure.

Zoning of all properties/lots within the measured 300 or 1,000 feet must also be shown on this survey. You may contact Zoning for this information at (816)325-7823 or (816) 325-7421.

If there is residentially zoned property or a hospital, school, church, or other building regularly used as a place of religious worship within 100-300 feet of the proposed premises, no license shall be issued unless approval is granted by a two-thirds majority of the City Council. However, in the event a school, church or other building regularly used, as a place of worship is within 100 feet a license will not be issued or allowed. All other licenses shall be issued upon approval by majority of the City Council. **(Disregard if existing business changing ownership.)**

13. **PROPERTY OWNER/TENANT LIST** – A notification of this application will be mailed to the surrounding owners and tenants as listed from the 300 or 1,000 foot survey. **After processing the application, it will be required that this notification is mailed to these owners and tenants a minimum of 21 days prior to the liquor license application being placed on the agenda for review by the City Council.**

All properties must be identified on the survey through an alpha system with letters coinciding with the property owner/rental property on the list. NOTE: Property ownership may be obtained from the Jackson County Division of Assessment. The list of property owners and addresses of all rental properties (commercial and residential) must be a part of the survey referred to in Item 12.

A list of **all property** owners and rental property addresses **must be provided in an Excel file.** The following required information must be set up in separate cells to download and merge into the notification letter. Names of the tenants are not required as the letter will be addressed “Tenant”.

The **property owner** information must be as follows:

Owners Name	Owner's Mailing Address	Suite/Apartment Number	City	State	Zip Code	Leased Property Address

The **tenant** information must be as follows:

	Mailing Address	Suite/Apartment Number	City	State	Zip Code
Tenant					
Tenant					

14. **ALCOHOLIC BEVERAGE CODE CERTIFICATION FORM** – (form furnished)

15. **CRIMINAL RECORD CHECK** - The State of Missouri charges a fee for a criminal record check, which is conducted by the Missouri Highway Patrol in Jefferson City. **YOU must apply for and submit an original** State of Missouri Criminal Record History **for the individual owner, for each individual partner, OR if a corporation the Managing Officer, principle corporate officers and directors, or if a LLC, the Managing Officer and all LLC members. ANYONE completing a Personal Information form must also provide** the criminal record check for the liquor license application (refer to item #2).

To expedite the criminal record check, go to www.machs.mshp.dps.mo.gov . The criminal record check **must be submitted** to the Regulated Industries division with the application. The address for the Missouri Highway Patrol office is 1510 East Elm Street, Jefferson City, Missouri, telephone number is 573-526-6153.

16. **FEE** – All fees are due at the time of application and must be paid in full at the time of application. This fee is **non refundable** upon denial or withdrawal of application.

17. **BUSINESS LICENSE** –Applicant must obtain a Business License and submit a “No Tax Due” statement dated within the last 90 days for the sales tax number issued. Business License applications may be submitted online at <https://www.ci.independence.mo.us/BusLicense/businesslicense>

18. **LETTER OF EXPLANATION** – Provide a written letter explaining why a request is being submitted by defining the operation of the business and the use of the liquor license should it be approved. Each applicant for a by the drink **Restaurant/Bar Intoxicating Liquor License or a Restaurant /Bar Malt Liquor& Light Wine License** must provide written verification that they meet the following requirement upon the completion of the first ninety days of operation:

A statement shall be submitted ninety days after the date of issuance of a license that verifies that at least fifty percent of the gross income of the restaurant during the preceding ninety day period came from the sale of prepared food or meals consumed on the premises, or the projection of annual sales of prepared food or meals consumed on the premises shall total not less than \$200,000. If such statement does not reflect the above, the license may, in the discretion of the Council, be allowed to remain in effect for a maximum of two months to allow the restaurant the opportunity to raise its gross income from the sale of prepared food or meals consumed on the premises to at least fifty percent, or \$200,000 annually. The verification must be provided by a certified public accountant, a public accountant, auditor, comptroller, or bookkeeper, given under oath and notarized.

After review by the City staff, the application will be forwarded to the City Council for consideration. If approved, a City approval letter will be prepared and mailed to submit with their application to the State of Missouri Division of Liquor Control. The City of Independence Liquor and Business Licenses will be mailed.

ALL APPLICATION FORMS MUST BE COMPLETE AT TIME OF SUBMISSION. YOU MUST ANSWER ALL QUESTIONS FULLY WITH ATTACHMENTS.

INCOMPLETE OR PARTIAL APPLICATIONS WILL NOT BE ACCEPTED AND WILL BE RETURNED BY MAIL

OTHER LICENSES REQUIRED

City of Independence Health Permits and Inspections – 111 E Maple Ave, Independence, MO 64050 (816) 325-7803

Missouri Liquor License - Missouri Division of Liquor Control- 1738 E. Elm, Lower Level, Jefferson City, MO 65101 (573) 751-2333

Jackson County Liquor License - Division of Collections, Liquor/Amusement Section, Jackson County Courthouse, 112 W. Lexington, Independence, MO 64050 - (816) 881-4646 or 881-1616

City of Independence

Requirements for Outdoor Seating Areas

Due to the City's ordinances, smoking is no longer permitted within a building. The following general guidelines are offered to business owners and operators who desire to add a patio, deck or similar outdoor addition to their existing business to provide food and beverage service to customers who use outdoor seating areas.

Please note that there are many issues related to an outdoor area that could be the subject of specific ordinance requirements. The City staff will assist you in determining what codes and ordinances will affect your remodeling or expansion.

Process for Applying for a Building Permit

The process begins with submission of a permit application to the Building Inspection Division of the Community Development Department. The application must be accompanied by a Site Plan that illustrates:

- The lot where the building is located;
- The location of the current building on the lot;
- The location of the proposed outdoor area;
- The distance from the building and the proposed area to property lines; (and from the building to the outdoor area if the area is not located next to, or attached to the side of the building);
- A notation regarding whether the proposed outdoor area is to be covered;
- Location and number of parking spaces (indicate any parking spaces that would be eliminated or added by the expansion);
- Location of existing utilities and utility easements;
- The authorized Occupant Load of the existing building;
- Location of emergency lighting;
- Fire extinguisher location (maximum distance from fire extinguisher to all areas of outdoor seating areas may not exceed 75 feet);
- Waiter/waitress stations, clean-up sinks, etc. to be added if required to serve the outdoor area.

Only the City Council can authorize liquor on any licensed premise. Therefore, you may want to consider including any current or future plans on your liquor license application before you incur the expense of remodeling or making or modifications to provide an outside area.

Because alcoholic beverages will be served and consumed in the outdoor area there are additional regulations that will govern your business:

- A fence with a minimum height of 42 inches must enclose the area (note on the site plan what type of fencing is proposed -wrought iron, wood, chain link, etc.);
- The fenced area must be equipped with an EXIT gate that is operated from inside the fenced area;
- The exit gate must be handicapped accessible;
- The potential occupant load will determine the required width of the gate and if the gate must be equipped with panic hardware.

Please remember, your establishment cannot serve alcohol in an outside area until the City Council approves the licensed premises, you have completed any necessary remodeling in conformance with the City's building and health codes, and you have received approval from the Missouri Division of Liquor and Tobacco Control and from Jackson County.

If you have questions or need further clarification please call the following telephone numbers:

Building Inspection Division	816-325-7409
Health Permits/Inspections	816-325-7803
Planning and Zoning	816-325-7421
Regulated Industries	816-325-7079
Fire Inspections	816-325-7134
Public Works Department	816-325-7618



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INTENT TO SELL

Date _____

I (we), _____

(Name of Owner, Partners, or Managing Officer)

DBA _____

hereby notify the Liquor License Officer of Independence, Missouri, of my (our) intention to sell or change ownership in the aforementioned business under the provisions of Chapter 2 of the City Code of Independence, Missouri . I (we) also acknowledge that I (we) am (are) responsible for the licensed premises and will remain in active control and management until the sale is approved by the City of Independence, Missouri, and a new license is issued.

Signature _____

Signature _____

Signature _____

Signature _____

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

Notary Public

My Commission expires



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CREDITOR'S AFFIDAVIT

Date _____

I (we), _____

seller of the business known as _____

do hereby affirm that I (we) have no outstanding liquor bills to any wholesaler, or I (we) have notified all wholesalers to whom I (we) owe money of my (our) intent to sell the business.

Signature _____

Signature _____

Signature _____

Signature _____

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

Notary Public

My Commission expires



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AFFIDAVIT

Application is hereby being made for a
license to SELL _____ or
MANUFACTURE _____
RETAIL _____ WHOLESALE _____
DATE TO BEGIN SALES _____

_____ Intoxicating Liquor by
_____ Drink
_____ Malt Liquor/Wine by
_____ Drink
_____ Malt Liquor by Drink
_____ Intoxicating Liquor by
_____ Package
_____ Malt Liquor/Wine by
_____ Package Malt Liquor by
_____ Package Sunday Sales
_____ Liquor Tasting
_____ Domestic Winery

As Sole Owner _____ Partnership _____ Corporation _____ LLC _____

Business Name _____ Address _____ Phone _____

1. What type of business is the license for? _____
2. Provide dimensions or square footage of the building, outdoor patio and include any other areas in which alcoholic beverages may be stored _____
3. Is the proposed location within three hundred feet (300') of any church, school, or hospital building? _____
4. From whom was the business purchased? _____
5. Date of purchase _____ Purchase price _____
6. Amount of down payment _____ Balance due _____
7. Balance due upon approval or chattel _____
8. Effective date of possession _____
9. Name and address of mortgage holder _____
Terms of repayment _____
10. Did you assume any debts not listed above in connection with the operation of said business? _____
If so, give full details _____

11. Do you rent or lease the premises for which this business is to be used? _____ If so, give terms of rent or lease, and name and address of owner of property _____

12. What interest, if any, does your landlord have, directly or indirectly, in the business in which you intend to engage if the license is granted? _____

13. Does your landlord now hold, or has he or she ever held, a license of any kind issued by the Supervisor of Liquor Control of this State or any other State? _____ If so, give details _____
-
14. Does the former owner of the business have any interest, either directly or indirectly, in the business for which you seek a license? _____ If so, give details _____
-
15. State names and addresses of any person, firm, LLC, or corporation that has advanced, or will advance, any money to you to purchase or operate the business for which you seek a license _____
-
16. If a RETAILER, does any distiller, wholesaler, winemaker, brewer, or supplier of coin or token-operated commercial, manual, electric, or mechanical amusement device or any employee, officer, or agent thereof have any financial interest in the business or will you either, directly or indirectly, borrow or accept from any such person or persons equipment, money, credit or property of any kind except ordinary commercial credit for liquor sold? _____ If so, state details _____
-
17. If a WHOLESALER, does any retailer or supplier of equipment or coin or token-operated commercial, manual, electric or mechanical amusement device, or any employee, officer or agent thereof have any financial interest in the business, or will you either directly or indirectly borrow or accept from any such persons equipment, money, credit or property of any kind except ordinary commercial credit for liquor sold? _____ If so, state details _____
-
18. Is there now employed, or do you expect to employ, in the business sought to be licensed hereunder, any person who has been convicted of, found guilty of, or pleaded guilty, no contest, or no lo contendere to any offense involving a controlled substance, a weapon, illegal gambling, or the illegal sale, possession or use of alcohol, including alcohol-related traffic offenses? _____ If so, state details _____
-
19. Will you at all times permit the entry of any officer or investigator with legal authority for the purpose of inspection or search; and will you permit the removal of all things and articles, which may be in violation of the ordinances of Independence, Missouri, and the laws of the State of Missouri; and do you consent to the introduction of such articles as evidence in any proceedings for the violation of any provision of the revised liquor control ordinances of Independence, Missouri; and/or for the suspension or revocation of the license for which this application is made; and do you promise and agree not to violate any of the ordinances of Independence, Missouri, the laws of the State of Missouri or the United States in the conduct of the business for which license is sought? _____
-

IF BUSINESS IS OWNED BY INDIVIDUAL, COMPLETE THE FOLLOWING:

20. Name, home address, and telephone number of owner:

IF BUSINESS IS OWNED BY PARTNERSHIP, COMPLETE THE FOLLOWING:

21. Name, home addresses, and telephone numbers of all partners, and percentage of ownership of business:

IF BUSINESS IS OWNED BY CORPORATION OR LIMITED LIABILITY COMPANY, COMPLETE THE FOLLOWING:

22. Name, address, and telephone number of corporation or LLC: _____

23. State in which incorporated or organized _____ Date of incorporation or organization _____

24. Amount of paid-in capital _____ Authorized capital _____

25. Names and addresses of president, vice-president, treasurer and secretary of corporation. If LLC, names and addresses of main members _____

26. Name and address of Managing Officer _____

27. If corporation, names and addresses of all stockholders who hold 10% or more of the capital stock _____

28. Is the corporation, any stockholder, or managing officer thereof, any member of his or her household or immediate family, the LLC, any member, or managing officer thereof, any member of his or her household or immediate family, interested, directly or indirectly, in any other license issued by the Supervisor of Liquor Control of this State or any other State which is now in force? _____ If so, give details _____

29. Has the corporation, any stockholder, or managing officer thereof, any member of his or her family, the LLC, any member, manager, or managing officer thereof, any member of his or her family, at any time in the past, held a license from the Supervisor of Liquor Control of this State or any other State? _____ If so, give name of licensee and location of premises _____

30. Has any stockholder of the corporation, member or manager of the LLC, or the managing officer ever been employed by any person, partnership, LLC, or corporation that had a license revoked or suspended by the Supervisor of Liquor Control? _____ If so, give details _____

31. State the name and residence of each person, firm, LLC, or corporation, if any, other than the corporation and its stockholders, or the LLC and its members, interested, or to become interested, directly or indirectly, other than herein above set out, in the business for which a license is sought and the nature of such interest _____

32. Is this application being made by the corporation or the LLC to permit any person other than yourself to obtain a license from the Missouri Supervisor of Liquor Control, in your name, for his or her benefit? _____

I, or we, (please print) _____

(Owner, all partners, or Managing Officer must sign below)

Being of lawful age and duly sworn upon my/our oath do swear that the answers and information given in this application are true and complete to the best of my/our knowledge and belief.

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

Notary Public

My Commission expires:



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PERSONAL INFORMATION

To be completed by the individual owner, all members of a partnership, if a corporation or LLC the Managing Officer and principal corporate officers/members, directors and stockholders holding 10% or more of the stock of the corporation.

Business Name _____

Address _____

Telephone _____

1. Name _____

2. Home Address _____

3. Home Phone No. _____ Date of Birth _____ State of Birth _____

4. Social Security No. _____ Driver's License No. _____

5. Sex _____ Age _____ Height _____ Weight _____

6. Are you a citizen of the United States of America? _____

7. Wife or husband's name and address _____

8. Have you ever been convicted of, found guilty of, or pleaded guilty, no contest, or no lo contendere to any offense involving a controlled substance, a weapon, illegal gambling, or the illegal sale, possession or use of alcohol, including alcohol-related traffic offenses? _____ If yes, give details _____

9. Give names and business addresses of employers for the last five years. If you were self-employed, state nature of business and location _____

10. Have you ever been the holder of a license to manufacture or sell alcoholic beverages, which was revoked? _____ If so, give complete details _____

11. Are you, or any member of your household or immediate family, interested, directly or indirectly, in any other license issued by the Supervisor of Liquor Control of this State or any other State which is now in force? _____ If so, give details _____

12. Have you, or any member of your household or immediate family, ever made application for any type of liquor license in the State of Missouri which was denied? _____ If so, give the name of applicant, the approximate date of denial, and details regarding same _____

13. Have you ever been bankrupt or insolvent? _____

14. Will you at all times permit the entry of any officer or investigator with supervisory authority for the purpose of inspection or search; and will you permit the removal of all things and articles which may be in violation of the City Code of Independence, Missouri, and the laws of the State of Missouri; and do you consent to the introduction in evidence of such articles in any proceedings for the violation of any provision of the liquor control regulations of Independence, Missouri, and/or for the suspension or revocation of the permit for which this application is made; and do you promise and agree not to violate any of the ordinances of Independence, Missouri, the laws of the State of Missouri, or the United States in the conduct of the business for which this permit is sought? _____

I, (please print) _____ being of lawful age and duly sworn upon my oath

Do swear that the answers and information given in this application are true and complete to the best of my knowledge and belief.

Applicant's Signature

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

Notary Public

My Commission expires: _____



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MANAGING OFFICER APPOINTMENT

Date _____

_____ has appointed
(Name of Corporation or LLC)

_____ as Managing Officer for the
(Name of Managing Officer)

Corporation or LLC. _____ is an officer or an employee
(Name of Managing Officer)

invested with the general control and superintendence of the business and corporation or LLC.

Indicate the actual involvement as Managing Officer: _____

The business operates under the name of _____

and is located at _____

Signature of Corporate Officer or LLC Member

Subscribed and sworn to before me this _____ day of _____ 20____.

Notary Public

My Commission expires:

PLEASE NOTE: In the event the office of the Managing Officer becomes vacant, it is required that the corporation or LLC secure a new Managing Officer within ten days after said vacancy occurs, and that the City of Independence Regulated Industries division be notified.



INDEPENDENCE
★ COMMUNITY DEVELOPMENT ★

Business Name _____

Business Address _____

AFFIDAVIT

I _____, under oath, do hereby state that

I am engaged in _____
(Type of business, other than liquor sales)

and that I intend to operate a package liquor business at said address of said store, selling and offering for retail to the public package liquor under the application herein made to the City of Independence, Missouri, and that I will at all times, keep in said location at said store a stock of goods having a value according to my original invoices of at least one thousand dollars (\$1,000.00), exclusive of the inventory value of the fixtures and of the intoxicating liquor, which I shall offer for sale on said premises.

Check one of the following:

_____ This location will have alcohol sales that will be **less than** 90% of gross sales

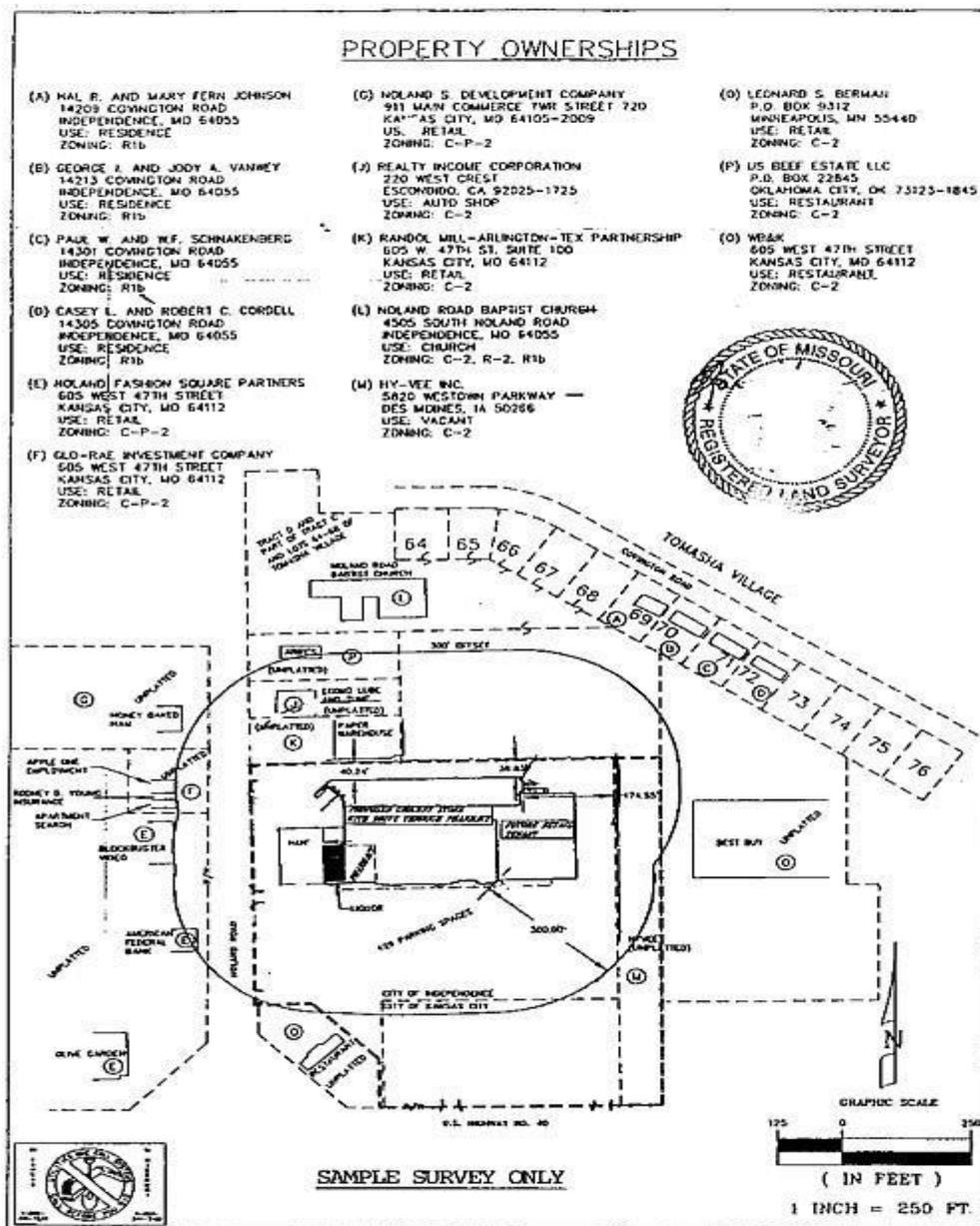
_____ This location will have alcohol sales that will be **more than** 90% of gross sales

Applicant

Subscribed and sworn to before me, a Notary Public, this _____ day of _____, 20____.

Notary Public

Commission Expires



MUST ALSO
PROVIDE A LIST OF
ALL RENTAL
PROPERTIES
COMMERCIAL AND
RESIDENTIAL

PLEASE INCLUDE ANY DIMENSIONS OF OUTDOOR PATIO OR AREA ON SURVEY
 Please include the following:

1. FENCE OR BARRIER - Proposed outside area must be fenced (minimum 42 inches high) or enclosed with a barrier with entry and exit from the previously licensed premise only. Provide two copies of a diagram or picture of the fence. Include a full description of details of the fence or barrier. Roping off the area is not acceptable.
2. GATE SIGNAGE - All emergency exit gates must have a sign posted stating - "NO ALCOHOLIC BEVERAGES BEYOND THE FENCED AREA". Sketch or photo of sign must be provided.
3. DIAGRAM OF PREMISES - Five copies of a diagram of the existing structure and the proposed outdoor area. This drawing must show the existing building with the proposed outdoor area. Proposed area is to be fenced with ingress and egress through the building.

The following are just a few of licensed businesses that may assist in completing the required survey.

Byam Engineering
 3501 S Sterling Ave #G
 Independence, MO 64052
 (816) 252-3519

Weiskirch & Parks Engineers, Inc.
 111 N. Main #10
 Independence, MO 64050
 (816) 254-5000



INDEPENDENCE
★ COMMUNITY DEVELOPMENT ★

Alcoholic Beverage Code Certification Form

Section 2.05.003.C.4 of the Code prohibits a liquor license holder from displaying or selling any books, photographs, magazines, films, videos, or other periodicals which are distinguished or characterized by their principal emphasis on matters depicting, or describing or relating to specified sexual activity if the licensed premises is located within one thousand (1,000) feet as measured from the nearest property line of a school, church, hospital, public park playground, library, or museum.

Section 5.17.002 of the City’s Code defines specified sexual activities to include sexual conduct, being acts of normal or perverted acts of human masturbation; deviate sexual intercourse; sexual intercourse; or physical contact with a person's clothed or unclothed genitals, pubic area, buttocks, or the breast of a female in an act of apparent sexual stimulation or gratification or any sadomasochistic abuse or acts including animals or any latent objects in an act of apparent sexual stimulation or gratification, as such terms are defined in the pornography and related offenses chapter of the Missouri Criminal Code.

CHECK ONE OF THE FOLLOWING

_____ This establishment does **not** display or sell books, photographs, magazines, films, videos or other periodicals which are distinguished or characterized by the principal emphasis on matters depicting, describing or relating to specified sexual activities.

_____ This establishment **does** display or sell books, photographs, magazines, films, videos or other periodicals which are distinguished or characterized by the principal emphasis on matters depicting, describing or relating to specified sexual activities.

Establishments that display explicit sexual material must provide the Regulated Industries Division a current certified survey. The survey needs to show the property lines of any schools, churches, hospitals, public parks, playgrounds, libraries or museums if located within one thousand (1,000) feet of the establishment. The certified survey must be received in the License Division within sixty (60) days of the date of this letter.

Business Name _____

Address _____

Signature: _____

Print Name: _____

Title: _____

Date: _____