



Village of Morton Grove
Office of Village President and
Local Liquor Control Commissioner
Daniel P. DiMaria

INITIAL APPLICATION FOR VILLAGE OF MORTON GROVE
LOCAL LIQUOR LICENSE

THIS APPLICATION MUST BE COMPLETED & SIGNED AND RETURNED WITH ALL REQUIRED
DOCUMENTATION, APPLICATION AND ANNUAL FEES TO THE OFFICE OF THE VILLAGE
ADMINISTRATOR, VILLAGE OF MORTON GROVE, 6101 CAPULINA, MORTON GROVE, IL 60053

PART I: GENERAL INFORMATION

Name of Licensee: _____ Date of Application: _____
(The name of the individual, or entity holding the license.)

Name of Business: _____ Type of Business: _____
(Common name of licensed premise.)

Address of Licensed Premise: _____

Telephone # of Licensed Premise: _____

Primary Contact Person: _____ Telephone # of Contact Person: _____

Email of Contact Person: _____ Days/Hours of Operation: _____

Sq. footage of licensed premise: _____ Sq. footage of dedicated bar area (if any): _____

Hours of Food Service: _____ Type of Food Service (if any) _____

Class of License: _____ Check here if requesting package sale permit : _____
(see description of licenses attached to this application) (Class A and B licenses only)

If Application is for a Class A, C, M, or N License, has/will the Licensee request video gaming permits? _____
If yes, list all addresses and businesses where licensee or persons required to sign this application have applied
for or been granted video gaming permits: _____

Type of License: individual corporation partnership

IL ROT #: _____ Federal EIN #: _____

PART II: INFORMATION ABOUT INDIVIDUALS REQUIRED TO BE LISTED ON AND/OR TO SIGN THIS APPLICATION

Village Ordinance requires that this application must be signed by the following individuals:

1. **If the applicant (licensee) is an individual or individuals**, each individual applicant.
2. **If the applicant (licensee) is a general partnership**, all partners.
3. **If the applicant (licensee) is a limited partnership**, all general partners and any limited partner owning more than a 50% interest. *NOTE: all limited partners owning more than a 5% interest in the limited partnership, or any person entitled to share in more than 5% of the profits of the partnership shall be listed below. However, such person need not sign this application.*
4. **If the applicant (licensee) is a corporation or an LLC**, all officers, directors and managing members and any stockholders owning more than 50% of the stock of such corporation. *NOTE: all stockholders owning more than 5% of the corporate stock of non-publicly traded corporations, shall be listed below. However, such person need not sign this application.*
5. **If the applicant (licensee) is a club**, all local officers and directors.
6. **FOR ALL APPLICANTS (licensee) include** any other person who shall conduct the business as manager or agent of the licensee. **Provide the following information for all individuals required to be listed on and/or to sign this application. Attach additional sheets if necessary.**

FIRST APPLICANT

Full Legal Name <i>(First, Middle Initial, Last Name):</i>	Address of Legal Residence <i>(Street & #, City, State, Zip):</i>
Home Phone Number <i>(include area code):</i>	Mailing Address: <i>(if different than above):</i>
Business Phone Number <i>(include area code):</i>	Official Title within Licensee: <i>(owner, director, office, manager, etc)</i>
Percentage Interest of Ownership in Licensee:	Social Security Number:
Date of Birth:	Driver's License Number:
Place of Birth:	If not U.S. citizen, are you a legal resident? <input type="checkbox"/> YES <input type="checkbox"/> NO
Country of Citizenship:	Date and Place of U.S. Naturalization <i>(if applicable):</i>
Occupation:	Current/prior locations where a licenses was held in the past 10 years.

SECOND APPLICANT

Full Legal Name <i>(First, Middle Initial, Last Name):</i>	Address of Legal Residence <i>(Street & #, City, State, Zip):</i>
Home Phone Number <i>(include area code):</i>	Mailing Address: <i>(if different than above):</i>
Business Phone Number <i>(include area code):</i>	Official Title within Licensee: <i>(owner, director, office, manager, etc)</i>

Percentage Interest of Ownership in Licensee:	Social Security Number:
Date of Birth:	Driver's License Number:
Place of Birth:	If not U.S. citizen, are you a legal resident? <input type="checkbox"/> YES <input type="checkbox"/> NO
Country of Citizenship:	Date and Place of U.S. Naturalization <i>(if applicable)</i> :
Occupation:	Current/prior locations where a licenses was held in the past 10 years.

THIRD APPLICANT

Full Legal Name <i>(First, Middle Initial, Last Name)</i> :	Address of Legal Residence <i>(Street & #, City, State, Zip)</i> :
Home Phone Number <i>(include area code)</i> :	Mailing Address: <i>(if different than above)</i> :
Business Phone Number <i>(include area code)</i> :	Official Title within Licensee: <i>(owner, director, office, manager, etc)</i>
Percentage Interest of Ownership in Licensee:	Social Security Number:
Date of Birth:	Driver's License Number:
Place of Birth:	If not U.S. citizen, are you a legal resident? <input type="checkbox"/> YES <input type="checkbox"/> NO
Country of Citizenship:	Date and Place of U.S. Naturalization <i>(if applicable)</i> :
Occupation:	Current/prior locations where a licenses was held in the past 10 years.

FOURTH APPLICANT

Full Legal Name <i>(First, Middle Initial, Last Name)</i> :	Address of Legal Residence <i>(Street & #, City, State, Zip)</i> :
Home Phone Number <i>(include area code)</i> :	Mailing Address: <i>(if different than above)</i> :
Business Phone Number <i>(include area code)</i> :	Official Title within Licensee: <i>(owner, director, office, manager, etc)</i>
Percentage Interest of Ownership in Licensee:	Social Security Number:
Date of Birth:	Driver's License Number:
Place of Birth:	If not U.S. citizen, are you a legal resident? <input type="checkbox"/> YES <input type="checkbox"/> NO

Country of Citizenship:	Date and Place of U.S. Naturalization <i>(if applicable)</i> :
Occupation:	Current/prior locations where a licenses was held in the past 10 years.

FIFTH APPLICANT

Full Legal Name <i>(First, Middle Initial, Last Name)</i> :	Address of Legal Residence <i>(Street & #, City, State, Zip)</i> :
Home Phone Number <i>(include area code)</i> :	Mailing Address: <i>(if different than above)</i> :
Business Phone Number <i>(include area code)</i> :	Official Title within Licensee: <i>(owner, director, office, manager, etc)</i>
Percentage Interest of Ownership in Licensee:	Social Security Number:
Date of Birth:	Driver's License Number:
Place of Birth:	If not U.S. citizen, are you a legal resident? <input type="checkbox"/> YES <input type="checkbox"/> NO
Country of Citizenship:	Date and Place of U.S. Naturalization <i>(if applicable)</i> :
Occupation:	Current/prior locations where a licenses was held in the past 10 years.

PART III: EACH INDIVIDUAL SIGNING THIS APPLICATION HAS INVESTIGATED EACH OF THE FOLLOWING STATEMENTS AND STATES UNDER PENALTY OF PERJURY THAT EACH CHECKED STATEMENT IS TRUE FOR THE LICENSEE AND EACH INDIVIDUAL LISTED ON THIS APPLICATION. *A checkmark next to the statement indicates the statement is true. Any incorrect statement should be fully explained—attach additional information as needed.*

- I have read the Village of Morton Grove Ordinances relating to Alcoholic Liquor. The applicant/licensee and each individual required to be listed and/or sign this application are qualified to hold and are not ineligible to hold the license applied for under this application, and will abide by all applicable ordinances, rules and regulations.
- I agree to allow the Local Liquor Control Commissioner to examine or cause to be examined under oath, the books and records of the applicant or licensee herein.
- I agree to make the premise available and accessible to the Morton Grove Police Department, at any time the premise is occupied or alcohol is served.
- Neither the licensee nor any individual listed on this application or listed on a prior application (unless the Local Liquor Control Commissioner has been previously notified) has died, or has filed for bankruptcy protection, become insolvent, or has sold, transferred or assigned more than five percent of any interest in the licensee.

This section does not apply to the sale of an interest in a publicly traded licensee, or a transfer to a parent, child, spouse, or sibling.

- The licensed premise is located at a location where the sale of alcoholic liquor is permissible pursuant to local ordinances and/or state statutes.
- Neither the location of the licensed premise or the nature of the business of the licensee has changed.
- The licensee has and shall maintain liquor liability (dram shop) insurance as required by law for the entire duration of the license period.
- Neither the licensee nor any individual listed on this application has previously been denied a liquor license or has had a license fined, revoked, or suspended except as follows. *NOTE: If this statement is incorrect explain including all pertinent data (dates, locations, circumstances) as to the rejected application or any previous fine suspension or revocation.*
- Neither the licensee nor any individual listed on this application nor any agent or bartender, has been convicted of pandering, or any other crime(s) or misdemeanor(s) opposed to decency and morality or of a sexual nature, or is determined to be a "sex offender" as defined by statute and/or is required to register as such.
- The licensee and any individual listed on this application and any manager, bartender, agent or employee, if requested by the Local Liquor Control Commissioner, will permit a record of his/her fingerprints to be made by the Police Department and will hereby authorize the Local Liquor Control Commissioner to have performed an investigation of any person required to be listed on the application's credit rating and background.
- The licensee and all individuals listed on this application have paid all taxes, fees or other debts owed to the Village of Morton Grove and are not delinquent in the payment of any sales taxes or license fees owed to the State of Illinois.
- Neither the licensee nor any individual listed on this application nor any member of his/her household is a member or employee of the Village of Morton Grove Police Department, Corporate Authorities, or Local Liquor Commission, nor is any such person interested in any way, directly or indirectly, in relation to the license applied for, the premises, or the profits or proceeds from the sale of alcoholic liquor by the licensee.
- All managers, bartenders, bouncers and servers shall have completed BASSETT training within the past 3 years and certificates of completion for all such employees shall be kept on the licensed premise.
- No licensed premise other than holders of Class "C" licenses shall lock their entrance door during hours of operation.
- For D & F licensees and all licensees who have video gaming only, the licensee will install and maintain in good working order video recording and monitoring equipment approved by the Chief of Police, shall maintain video recordings for a period of at least fourteen (14) days which shall include all liquor sales and all persons entering or leaving the building, the operation and playing of all video gaming terminals, and all payouts/distributions of winnings from gaming activities.

- For F Licensees only, more than 50% of all gross sales are derived from gasoline, groceries, or drugstore items, and not from the sale of alcoholic liquor. The Licensee shall upon request, provide copies of all documents verifying the gross sales of the establishment.
- For A Licensees only, Alcoholic beverage do or will make up at least fifty percent of the total annual gross revenue of the establishment from all sources, or the licensed premise has a dedicated bar area or 400 square feet or greater. The Licensee shall upon request, provide copies of all documents verifying the gross sales of the establishment.
- For Video Gaming Operators only, the licensee has reviewed and is in full compliance with all requirements of Village Code section 4-6D-14 and all laws and regulations pertaining to video gaming.
- The licensee and any individual listed on this application agree the requirement of supplying all of the above information is a continuing one. If any supplied information or statements become invalid, it is the duty of the licensee to provide updated information to the Local Liquor Control Commissioner. This includes changes in the makeup or control of partnerships or corporations.

PART IV: CHECKLIST Checkmark indicates required documentation is attached.

All Applications

- This application is completed and signed.
- Current Certificate of Insurance.
- Proof of Ownership or Right to Occupy Licensed Premise for License Period (deed or tax bill to indicate ownership, or lease or affidavit of owner to indicate right to occupy during license term).
- Proof of Illinois residency (driver's license).
- Proof of citizenship or legal status for each individual listed on application.
- BASSET Training Certificates completed within the last three years for all managers, bartenders, bouncers and servers
- Copy of Morton Grove Business License.
- Initial application fee.
- Annual Fee (full fee must be submitted).
- Special Permit for Package Sale Fee (Class A & B only)

Application by Corporation,

LLC or Partnership

- Copy of Articles of Incorporation
- Copy of Registration of Assumed Name (if applicable).
- Copy of Certificate to do Business in IL (if a foreign entity).
- Copy of Certificate of Good Standing (printout of online verification acceptable).

Application by Club

- Copy of charter.
- List of names and residences of all officers, directors and Village of Morton Grove residents.

PART V: AFFIDAVIT & SIGNATURE

This application must be signed by all persons listed in Section II.

Under penalty of perjury, I swear this application has been truthfully and accurately completed. The licensee/applicant and I shall abide by all ordinances rules and regulations of the Village of Morton Grove.

Signature – Name

Signature – Name

Print Name and Title

Print Name and Title

Signature – Name

Signature – Name

Print Name and Title

Print Name and Title

THE FAILURE TO ACCURATELY COMPLETE THIS APPLICATION OR SUBMIT THE REQUIRED DOCUMENTATION OR FEES MAY RESULT IN THE DELAY, REJECTION, OR REVOCATION OF THE LICENSE.

LIQUOR LICENSE FEES & CHARGES

Liquor License Fees (investigation/fingerprint fee is actual out-of-pocket)

Class	Application Fee	Annual Fee	Maximum Number of Licenses Issued
A, Full Liquor	\$1,000	\$2,750	12
B, Beer/Wine	\$1,000	\$2,750	11
C, Club/Consumption on Premise	\$ 250	\$1,000	3
D, Full Package Sale	\$1,000	\$3,500	10
E, Restaurant, Full Liquor	\$1,000	\$2,750	20
F, Food/Specialty Store Full Package Sale	\$1,000	\$2,500	15
G, Special Event	\$ 0	\$ 0	5 per organizations per year
H, Caterers, Full Liquor	\$ 250	\$2,500	5+
I, Caterers, Beer/Wine	\$ 250	\$ 1,000	5
J, Temporary Off Premise	\$ 0	\$ 50.00 per day	6 per year per licensee
K, Temporary Tasting Permit	\$ 0	\$ 50.00 per day	1 per week per licensee
L, BYOB	\$ 250	\$ 500	15
M, Microbrew Pub	\$1,000	\$2,750	2
N, Video Gaming Cafe	\$1,000	\$2,750	4**

+ The annual fee for a Class H license held by the same licensee holding a Class A, Class C, or Class E license shall be \$1,250.

***This number shall be reduced by the number of Class B licenses holding video gaming permits pursuant to 4-6D-14.*

Hours of sale, consumption, video gaming: No licensee shall permit any alcoholic liquor to be sold or given away, consumed, or gaming conducted on a licensed premise between the hours of 2:00 am and 6:00 am on weekdays and Saturday, and between the hours of 3:00 am and 10:00 am on Sunday.

Class A, B, C, E, H, I, & J must stop the sale and serving of alcohol by 1:30 am weekdays and Saturday, and by 2:30 am on Sunday.

Class L BYOB Wine/Beer service shall occur between the hours of 3:00 pm and 10:00 pm.