





The applicant, by signing this application, agrees to or answers in the affirmative to the following statements:

- a. The applicant owns said place of business or has a lease on said place of business for the period for which the license is issued. (If leased, please attach a copy of the lease.)
- b. The applicant will not allow illegal gambling or other illegal activities on the premises.
- c. The applicant has neither been convicted of a felony nor is disqualified to receive a license by reason of any requirement contained in the Liquor Control and Liquor Licensing Ordinance for the City of Galena, Jo Daviess County, Illinois passed and approved in effect on the date of this application or by the laws of the State of Illinois, the United States of America, or any other ordinance of the City of Galena.
- d. Neither the applicant; a corporation of which the applicant is a shareholder, officer, or director; or a partnership of which the applicant belongs has had a liquor license revoked or suspended by any licensing body. If the license has either been revoked or suspended, the applicant shall explain on a separate sheet of paper the circumstances regarding dates and location of said suspension or revocation and attach it to the application as a part thereof.
- e. The applicant will not, during the term of the license, violate any of the laws of the State of Illinois, the United States of America, or any Ordinance of the City of Galena in the conduct of the place of business described above.
- f. The applicant hereby files with this application a Certificate of Insurance by a company authorized to do business in the State of Illinois. The Certificate of Insurance certifies that the applicant has in force and effect the dram shop and other insurance coverage required by the City of Galena and agrees to maintain said insurance for the duration of this licensing period.

The applicant (including the manager in the case of a corporation) states (strike through alternatives that not applicable) and agrees to the following:

- a. The applicant is a resident of the City of Galena.
- b. The applicant is a citizen of the United States. If naturalized: Time \_\_\_\_\_ Place \_\_\_\_\_
- c. With reference to a Partnership Application, all members of said Applicant Partnership are qualified to obtain a license.
- d. With reference to a Corporation Application; no officer, manager director, stock holder, or stockholders owning in the aggregate more than five (5) percent of the stock of the applicant's corporation is disqualified from obtaining a license for any reason other than citizenship and residence within the City of Galena.
- e. The applicant is of good character and reputation in the community.
- f. The applicant has never been convicted of a felony under any Federal or State law.

- g. The applicant has never been convicted of being a keeper or is keeping a house of ill fame.
- h. The applicant has never been convicted of pandering, other crimes, or misdemeanors opposed to decency or morality.
- i. The applicant has never had a Liquor License revoked for any cause.
- j. The applicant (or manager in the case of a corporation) has never been refused a liquor license by any liquor control authority.
- k. The applicant has never been convicted of any Federal or State law concerning manufacture, possession, or sale of alcoholic liquor; nor has the applicant ever forfeited bond to appear in court to answer charges for a violation of such Federal or State law.
- l. The applicant is eligible for a State Retail Liquor Dealer’s License.
- m. The applicant is neither a Galena law enforcing public official nor does the Mayor or any member of the City Council of the City of Galena have any interest either directly or indirectly in the applicant business. The applicant notes by his/her signature below that he/she has read and understands Chapter 111 (a copy can be obtained from the City Clerk or be viewed at [www.cityofgalena.org](http://www.cityofgalena.org)). Further, it should be noted that there must be enough employees and supervision of personnel involved with the sale of liquor to satisfy the requirements within Chapter 111 of the Galena City Code of Ordinances. Also, the applicant must recognize that the regulations of Chapter 11 that apply to the Licensee and Establishment also apply to any agents of the business involved with the sale of liquor.

Please note: This applicant must be signed in the presence of a Notary.

Printed Name of Applicant: \_\_\_\_\_

\_\_\_\_\_  
Applicant’s Signature Date

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_.

\_\_\_\_\_  
Notary’s Signature Date

\*First time applicants must pay a \$75.00 fee for a background check. Fingerprints must be provided by going to the Jo Daviess County Sheriff’s Department to be processed. Background checks are completed by the State of Illinois Police. This process can take up to eight (8) weeks to complete. Once the results of the background checks are received from the State of Illinois Police, the Liquor License Application will be placed on the next available City Council agenda for approval/denial. All fees must be paid prior to being placed on the agenda.

The following attachments must be included with this application:

- Copy of Illinois Sales Tax Certificate
- Copy of State of Illinois Liquor License
- Scaled drawing of premises (New applicants or only if changes were made since last renewal)
- Copy of Corporate Charter (Corporation Only)
- Copy of Lease
- Certificate of Insurance
- Complete List of all Employees BASSET Certified. List must include license number and expiration date.

**NOTE: A copy of each individual’s BASSET Certification License must be kept on premise at all times.**

<b>Definition of Liquor Classes Available - City of Galena</b>	<b>ANNUAL FEE</b>	<b>INITIAL FEE</b>
<b>Class A</b> - Retail sale of alcoholic liquor for consumption on the premises, as well as consumption off premise	\$1,125.00	\$5,625.00
<b>Class B</b> - Retail sale of alcoholic liquor as well as beer and ale in the package form, but not for consumption on the premise, hours of sales can be 6 AM – 1 AM and on New Year’s Eve from 6 AM – 2 AM.	\$1,125.00	\$5,625.00
<b>Class C</b> - Issued only to a club, such license shall authorize the sale of alcoholic liquor at retail to the members and guests of members of the licensed club for consumption on premises as well as consumption off premise	\$1,000.00	\$5,000.00
<b>Class D</b> - Retail sale of alcoholic liquor for consumption on the premises as well as for consumption off the premises by restaurants and hotels, whose principal business as defined in this chapters is not the retail sale of alcoholic beverages.	\$1,125.00	\$5,625.00
<b>Class E</b> - Retail beer and wine, special 1 day license.	\$50.00	\$0.00
<b>Class F</b> - Retail sale of beer and ale in package form, but not for consumption on the premises and only between the hours of 6 AM – 1 AM and on New Year’s Eve from 6 AM – 2 AM.	\$625.00	\$3,125.00
<b>Class H</b> - First Class Wine Maker's license, shall authorize the manufacture of less than 50,000 gallons of wine, and the storage and sale of such wine, per year to distributors in the state and persons out of state. The license shall also allow the licensee to sell beer for consumption on premises.	\$975.00	\$4,875.00
<b>Class I</b> - Microbrewery and brew pub license and shall authorize the manufacture by a micro-brewery or brewpub of less than 100,000 gallons of beer, and the storage and sale of such beer, per year to distributors, retailers and to non-licensees.	\$625.00	\$3,125.00
<b>Class J</b> - Beer, Wine and Ale license only, retail sale of beer, wine and ale for consumption on premises only at a restaurant whose principal business is not the retail sale of alcoholic beverages. It is unlawful for sales between 1 AM - 6 AM, except New Year's Day in which sales may be made until 2 AM	\$750.00	\$3,750.00
<b>Class K</b> - Retail sale or delivery of alcoholic liquor for consumption (but not for resale in any form) only on the premises specified in the license. Sales of alcoholic liquor pursuant to this license shall be limited to the sale or provision of alcoholic liquor as an incidental part of the services provided by a convention center.	\$625.00	\$3,125.00

<b>Class L</b> - (Caterer's License) - Retail sale of alcoholic liquors for consumption, either on-site or off-site, as an incidental part of food service. Prepared meals and alcoholic liquors shall be sold at a package price agreed upon under contract.	\$1,125.00	\$5,625.00
<b>Class M</b> - (Bed and Breakfast and Small Inn License) - Retail sale of wine for consumption on the premises only and by guests of the lodging establishment only.	\$400.00	\$2,000
<b>Class N</b> - (Hotel Wine Package License) - Retail sale of wine by hotels as part of a hotel room nightly rental package. The wine shall be for consumption off the premises or on the premises only in the room of the guest. Wine sales shall be limited to 1.5 liters bottled per room per rental night.	\$450.00	\$2,250.00
<b>Class O</b> - (Craft Distiller License) - Authorize the manufacture of spirits by distillation in quantities not to exceed the number of gallons authorized for production each year by a Craft Distillery in the Liquor Control Act of 1934 (235 ILCS 5/1-1 et seq.) and the storage of such sprits. Allows the licensee to sell to distributors, retailers and to non-licensees in accordance with the Liquor Control Act of the State of Illinois and offer spirits for sale at retail in the premises specified in such license for the use or consumption off the premises, but not for consumption on the premises except for tasting of spirits for which no remuneration shall be received.	\$875.00	\$4,375.00
<b>Class P</b> - (Hotel without Restaurant or Bar Facilities) - Retail sale or delivery of alcoholic liquor for consumption (but not resale in any form) on the premises at meetings, gatherings, receptions, conventions and special events, of a hotel or small inn that does not have restaurant or bar facilities. Sale of alcoholic liquor pursuant to this license shall be incidental to the lodging services provided by the hotel or small inn.	\$625.00	\$3,125.00
<b>Class Q</b> - (Performing Arts Venue) - Retail sale of beer and wine at a performing arts venue or art gallery, operated by a not-for-profit corporation, for consumption on the premises and only in conjunction with an in and incidental to a theatrical performance, an art reception, a musical event or similar special gathering.	\$100.00	\$500.00

**All first time applications are subject to an upfront fee of 5 times the annual license fee.**

**All Liquor License Fees are non-refundable.**