



CITY OF ST. ROBERT LIQUOR LICENSE APPLICATION

Fees must be paid at the time of application is submitted (or renewed)

Applications Fees:

- a. Filing Fee \$50.00
- b. Late Renewal Fee \$50.00

1. Method of Payment.

- a. Payments shall be made at the time of application or renewal of licenses, and shall be made in **cash, money order or cashier's check only.**
- b. In the event that an application is denied by the City Council, the applicant shall be refunded the amount of the license fee in full, less the filing fee.

Of the license fee to be paid for any such license, the applicant shall pay as many twelfths (12th) as there are months (part of a month counted as a month) remaining from the date of the license to the next succeeding July first (1st).

To be completed by applicant as

Sole Owner & Operator _____ Corporation _____ Partnership _____ LLC _____

Date of Application: _____

FOR RENEWAL:

State Liquor License Number _____ Date Renewed: _____

FOR NEW APPLICATIONS:

Corporation Name: _____

Business Name: _____

Business Address: _____

Mailing Address: _____

Phone Numbers: _____

Date Business Scheduled to Open: _____

City of St. Robert, Missouri
194 Eastlawn Ave., Suite A
St. Robert, Missouri 65584
www.saintrobert.com



573-451-2000
(Extension 1100)
573-336-5714 (fax)

Owners-Manager's Name: _____ Gender: Male ___ Female: ___

Birth Date: _____ Social Security #: _____ Driver's License #: _____

Place of Birth: _____

Home Address: _____

Phone Numbers: _____

Are you an assessed tax paying citizen of the State of Missouri? () Yes () No

Are you registered to vote at your current address? () Yes () No (Attach a copy of your Voter Registration Card)

Sales Tax ID #: _____

Have you ever been granted a license or permit whose license as such dealer has been revoked or have you been convicted of a felony or any violation of a federal law, state statute or local ordinance regulating, controlling, or prohibiting the sale of liquor since the adoption of the Twenty-First Amendment to the Constitution of the United States? If so, give details.

At the time of the Inspections and Investigations, a Maximum Occupancy load for the Premises will be established by the City Officials conducting the investigation. This is in accordance with the Building Codes and City Code Chapter 600.

Liquor Guidance information and Revocation Ordinance is provided with this packet.

All Life Safety Discrepancies found during Building and Fire Department Inspections must be corrected before the applications request for a Liquor License is approved.



General Licenses:

Which of the following type license are you applying for or are renewing? Please check appropriate line.

Malt liquor--original package	\$75.00_____
Non-intoxicating beer--original package	\$22.50_____
Intoxicating liquor (all kinds) --original package	\$150.00_____
Malt liquor--by drink	\$75.00_____
Malt liquor and light wines--by drink	\$75.00_____
Non-intoxicating beer--by drink	\$37.50_____
Intoxicating liquor (all kinds) --by drink	\$450.00_____
Common eating and drinking places	\$450.00_____

Sunday Sales (Additional Fees)

Intoxicating liquor—original package	\$300.00_____
Restaurant bars	\$300.00_____
Amusement places and banquet halls	\$300.00_____
Common eating and drinking places	\$300.00_____
Liquor by the drink—charitable organizations	\$300.00_____

Permits:

Temporary permit—by the drink for certain organizations (7-day max.)	\$37.50_____
Tasting Permit	\$37.50_____

To Be Provided by Applicant

1. Copy of lease or mortgage showing Proof of Tenancy and approval by owner of record.
2. The applicant and or managing officer (if different) shall provide a recent photograph.
3. Copy of voter registration card of Managing agent.
4. Copy of managing agents Paid Missouri personal property tax receipt for year immediately preceding date application from the City of St. Robert, Pulaski County, Missouri.
5. Appropriate license fee: Cashier check, money order, (or cash) made payable to the City of St. Robert.
6. Certificate of “no sales tax due” verifying that all state and local sales taxes are paid to date. This document may be obtained from the Missouri Department of Revenue.

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7. Missouri “certificate of good standing” for all corporations. This document may be obtained from the Secretary of State’s Office, 573-751-4153 or at www.sos.mo.gov.
8. Applicants must also apply for a State & County Liquor License.
9. All applicants are required to have a criminal background check and fingerprints done by the St. Robert Police Department.

Signature of Managing Officer or License Holder

Date

State of Missouri

SS

County of Pulaski

I, _____ 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 this _____ day of _____, 20_____

Notary Public

My commission expires: _____



ADMINISTRATIVE USE ONLY

<p style="text-align: center;">POLICE DEPARTMENT</p> <p>Request for Criminal Record Check _____ No derogatory information exists for applicant(s) _____ Derogatory information exists for applicant(s)</p> <p>_____ Signature</p> <p>_____ Date</p>	<p style="text-align: center;">BUILDING/LAND USE DEPARTMENT</p> <p>_____ Existing Building Inspection _____ New Construction Certificate of Occupancy Issued Yes _____ No _____</p> <p>APPROVED _____ DISAPPROVED _____</p> <p>_____ Signature</p> <p>_____ Date</p>
<p style="text-align: center;">FIRE DEPARTMENT</p> <p>_____ Fire Inspection _____ Occupancy Load Calculation</p> <p>APPROVED _____ DISAPPROVED _____</p> <p>_____ Signature</p> <p>_____ Date</p>	<p style="text-align: center;">CITY COUNCIL ACTION</p> <p>_____ APPROVED _____ DISAPPROVED</p> <p>DATE _____</p>