



LIQUOR LICENSE APPLICATION

Welcome to the City of Platte City! We are excited that you chose to join our growing community. The City of Platte City provides high quality, cost effective municipal services to those that visit and live within our community.

When applying for a NEW liquor license please submit forty-five (45) days prior to the businesses planned opening date.

When applying to RENEW a liquor license please submit by May 15th of each calendar year.

SUBMITAL INFORMATION:

All liquor license applications must be approved by the Board of Aldermen of the City of Platte City. Liquor applications are reviewed by a sub-committee prior to the Board of Aldermen approval. Sub-Committee meetings are the first Monday or third Tuesday of each month and the Board of Aldermen meet on the fourth Tuesday of each month. **NEW** applications must be submitted 45 days prior to plan opening date. **RENEWAL** applications must be submitted no later than May 15th of each year. Contact the City Clerk's office at (816)858-3046 with any questions.

1. Completed application and license fee payment. --

➤ NEW

- Criminal record search on all liquor license holders, which may be obtained from the Missouri State Highway Patrol Troop A located at 504 S.E. Blue Parkway, Lee's Summit, MO 64063. They do not accept Cash. You may reach them at (816)622-0800 and their web site regarding this process is: <http://www.mshp.dps.mo.gov/MSHPWeb/PatrolDivisions/CRID/crimRecChk.html>
- Current city business license: You may reach the City Clerk's office at (816) 858-3046 or the document center of the City's website for an application: <http://www.plattecitey.org/documents.aspx>

➤ RENEWAL

- Complete sections of application marked renewal.
- Current city business license: You may reach the City Clerk's office at (816) 858-3046 or the document center of the City's website for an application: <http://www.plattecitey.org/documents.aspx>



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Completed application (and all applicable documentation) and payment may be dropped off or mailed to:

City of Platte City,
Attn: City Clerk
400 Main Street
Platte City, Missouri 64079

We also accept submittal of your application (and all documentation) by email (cityclerk@plattecity.org) or fax (816)858-5402 and subsequent credit or debit card payment by phone (816)858-3046.

A processing fee applies on all credit or debit card payments (at this time the City only accepts VISA or MASTERCARD).

ADDITIONAL REFERENCES:

1. State of Missouri Liquor License, visit the Missouri Alcohol and Tobacco Control Department located at 1738 E. Elm Street, Lower Level, Jefferson City, MO or on their website: <http://www.atc.dps.mo.gov/>
2. Platte County Missouri Merchant License: By Phone (816)858-3356
3. To register your business name contact the Missouri Secretary of State's Office (573)751-4153 or visit their website at: <http://www.sos.mo.gov/forms/corp/corp56.pdf>
4. To apply for a Missouri State Sales Tax number, contact the Missouri Department of Revenue at (573)751-7191 or visit their website at: <http://dors.mo.gov/tax/coreq/index.jsp>



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BUSINESS INFORMATION (NEW OR RENEWAL)		
Legal Business Name:		
Doing Business As:		
Physical Address:		
City:	State:	Zip:
Mailing Address (if different from above):		
City:	State	Zip:
Business Telephone #:	Missouri Sales Tax #:	
Business Email Address:		
My Business is:		
<input type="checkbox"/> Sole Owner <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership <input type="checkbox"/> Other: _____		
My Business is Open on the following days and hours:		
<input type="checkbox"/> Sunday	Open at: _____	Close at: _____
<input type="checkbox"/> Monday	Open at: _____	Close at: _____
<input type="checkbox"/> Tuesday	Open at: _____	Close at: _____
<input type="checkbox"/> Wednesday	Open at: _____	Close at: _____
<input type="checkbox"/> Thursday	Open at: _____	Close at: _____
<input type="checkbox"/> Friday	Open at: _____	Close at: _____
<input type="checkbox"/> Saturday	Open at: _____	Close at: _____
LIQUOR PREMISES INFORMATION (NEW OR RENEWAL)		
Description of premises (include all area that liquor will be served or consumed):		



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Interior occupant capacity: _____ Interior square feet: _____	Outdoor Patio: <input type="checkbox"/> YES <input type="checkbox"/> NO Exterior occupant capacity: _____ Exterior square feet: _____
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Do you employ or intend to employ any person who has been convicted of a felony?

YES
 NO

If yes, give details:

Indicate all entertainment to be provided. If you are applying for a change in entertainment, indicate new addition only.

(A multi coin-operated machine or device is one which is capable of being played by the insertion therein of more than one coin, disc or other insertion piece, or operated thereby winning free plays or free games, or for the purpose of increasing the number of free plays or fee games which may be won)

Type	# of Devices
Pool Table(s)	
Video Game(s)	
Dart Machine(s)	
Pinball	
Jukebox	
DJ- <i>Must be inside building or must obtain a special event permit.</i>	
Live Music- <i>Must be inside building or must obtain a special event permit.</i>	
Dancing/dance hall	
Other (please list below)	



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MANAGING OFFICER (NEW OR RENEWAL)		
Name:	Email:	
Home Address:		
City:	State:	Zip:
Telephone #:	Alt. Telephone #:	
Social Security #:	Date of Birth:	
OWNER INFORMATION		
Name:	Email:	
Home Address:		
City:	State:	Zip:
Telephone #:	Alt Telephone #:	
Social Security #:	Date of Birth:	
Name:	Email:	
Home Address:		
City:	State:	Zip:
Telephone #:	Alt. Telephone #:	
Social Security #:	Date of Birth:	
FINANCIAL INFORMATION		
Do you own or intend to purchase this business? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, Date of purchase: _____ Purchase Price: \$ _____		
Do you rent or lease the premise? <input type="checkbox"/> YES <input type="checkbox"/> NO		



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<p>If yes, Landlord's Name: _____</p> <p>Phone: _____</p> <p>Address: _____</p> <p>Monthly rent or lease payment \$ _____ Term of agreement: _____</p>										
<p>Total Investment to set up the proposed business \$ _____</p> <p>Source of funds</p>										
<p>List the names of all person(s), firms, or corporations that have provided or will provide money to purchase or set up this business and indicate amounts.</p> <table><tr><td>Name _____</td><td>Amount _____</td></tr><tr><td>Name _____</td><td>Amount _____</td></tr><tr><td>Name _____</td><td>Amount _____</td></tr><tr><td>Name _____</td><td>Amount _____</td></tr><tr><td>Name _____</td><td>Amount _____</td></tr></table>	Name _____	Amount _____	Name _____	Amount _____	Name _____	Amount _____	Name _____	Amount _____	Name _____	Amount _____
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Name _____	Amount _____									
Name _____	Amount _____									
Name _____	Amount _____									
Name _____	Amount _____									
<p>Does the landlord have any interest, directly or indirectly, in this business?</p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> NO</p> <p>If yes, give details:</p>										
<p>List all corporations, limited liability companies, and partnerships for which all owners, members or partners are members or are directly or indirectly involved.</p>										



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If the business is a **corporation, limited liability or partnership,**

Name of Corporation/Limited Liability/Partnership:

State : _____ Date: _____

List the names and titles of all officers (attach additional sheet if necessary)

Name Title

Name Title

Name Title

List the names and number of shares or percentages held by each stakeholder who holds 10 percent or more of the capital stock (attach additional sheet if necessary)

Name Share/Percentage

Name Share/Percentage

Name Share/Percentage

Name Share/Percentage

A fingerprint and background check must be completed on all NEW or AMENDED applications. If this is a renewal with no change in managing officer fingerprint and background check only need to be completed every five (5) years. The applicant has two (2) options to complete the fingerprint and background check. The Missouri State Highway Patrol is the fingerprint and background check authority recognized by the Director of Liquor Control. The applicant must complete a fingerprint background check for see attached information regarding approved fingerprint check information.

There is a \$25.00 administrative fee to be paid to the City of Platte City for all liquor license applications. This fee may be increased without notice to cover the costs to process applications.



LIQUOR LICENSE APPLICATION

I agree to promptly report any changes in the information provided in this application.

I authorize and consent to the examination, by the director of liquor control and/or his authorized representatives, of my business books, bank accounts and other records to verify the source of funds and terms under which this business is being purchased.

I agree to allow the director of liquor control and/or authorized representatives to conduct necessary investigations into financial and possible criminal records at banks and police agencies respectively.

I will at all times permit the entry of any officer or investigator who may have legal authority for the purpose of inspection or search, and will permit the removal of all things and articles that may be in violation of the ordinances of the City of Platte City, MO., and the laws of the State of Missouri.

I have familiarized myself with the provision of Chapter 600 of the Platte City Code and agree to comply with these provisions in the conduct of this business and I will not violate any of the ordinances of the city, the laws of the state or the laws of the United States in the conduct of the business.

I, _____, being of lawful age and duly sworn upon my oath, declare that I have read the application and fully understand same and that I know the contents thereof and the answers and statements contained therein and the same are true.

Applicant's Printed Name

Applicant's Signature

Date



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GENERAL LICENSE		
	MALT LIQUOR- <i>Original Package</i>	\$75.00
	NON-INTOXICATING BEER- <i>Original Package</i>	\$22.50
	INTOXICATING LIQUORS- <i>All Kinds (Original Package)</i>	\$150.00
	MALT LIQUOR- <i>By Drink</i>	\$75.00
	MALT LIQUOR & WINE- <i>By the Drink</i>	\$75.00
	NON-INTOXICATING BEER- <i>By the Drink</i>	\$37.50
	INTOXICATING LIQUORS- <i>All Kinds (By the Drink)</i>	\$450.00
	CONSUMPTION OF INTOXICATING LIQUOR	\$90.00
SUNDAY SALES		
	INTOXICATING LIQUOR- <i>Original Package</i>	\$300.00
	RESTAURANT/BAR	\$300.00
	AMUSEMENT PLACES	\$300.00
	LIQUOR BY THE DRINK- <i>Charitable Organization</i>	\$300.00
SPECIAL PERMITS		
	TEMPORARY PERMIT- <i>By the Drink for certain organizations (seven (7) day maximum)</i>	\$37.50
	TASTING PERMIT	\$37.50
	CATERING PERMIT- <i>Per Calendar Day (ends at midnight)</i>	\$15.00
ADDITIONAL FEES		
<input checked="" type="checkbox"/>	ADMINISTRATIVE FEE- <i>Applies to each application new or renewal</i>	\$25.00

LIQUOR LICENSES ARE ISSUED FROM JULY 1 TO JUNE 30 OF EACH YEAR.

License Cost \$ _____ (Add fee from each box marked)

City of Platte City
400 Main Street
Platte City, Missouri 64079

(816) 858-3046
Fax (816) 858-5402
www.plattecitecity.org

CONTINUED ON REVERSE SIDE →



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PRORATION SCHEDULE	
RANGE	RATE
June 16 - July 15	No Pro-rating
July 16 - August 15	0.91666
August 16 - September 15	0.83333
September 16 - October 15	0.75000
October 16 - November 15	0.66666
November 16 - December 15	0.58333
December 16 - January 15	0.50000
January 16 - February 15	0.41666
February 16 - March 15	0.33333
March 16 - April 15	0.25000
April 16 - May 15	0.16666
May 16 - June 15	0.08333

License Cost (less administrative fee) _____ **X**
Proration Fee _____ **=**
Amount _____ **+**
Administrative Fee **\$25.00**
TOTAL AMOUNT DUE _____

OFFICIAL USE ONLY
Date Received:
Date of Sub-Committee Meeting:
Approval Date: