



ALCOHOL RENEWAL APPLICATION

CITY OF MONROE

PO Box 725 - Monroe, GA 30655
770-207-4674 – hbrookshire@monroega.gov

Must renew Local Alcohol License on the Georgia Tax Center website before this renewal application will be processed.

Applicant Information

Alcohol License Number(s): _____

Name of Applicant: _____

Name of Owner(s): _____

Name of Business: _____

DBA: _____

Physical Address: _____

Mailing Address: _____

Phone: _____ Email: _____

Federal Tax ID: _____ GA Sales Tax: _____

****If renewing a package sales license – you must provide copies of the previous six (6) months Sales and Use tax****

Per Chapter 6, Article 1, Section 6-32 of the Code of Ordinances for the City of Monroe:

Any licensee for consumption on the premises shall require all persons employed as managers, servers, bartenders, doorpersons, or any other employee, agent or subcontractor with the responsibility for handling, serving, mixing or dispensing alcoholic beverages to obtain a server certification with proper training from a third party vendor approved by the city no later than three days after commencement of his or her employment. The licensee or the employee of the licensee shall pay a fee as provided for by the third party vendor for such server certification.

(See the Code of Ordinances Section 6-32, for subsections 2-7)

Approved Third-Party Vendors for Alcohol Server Certifications:

1. Training institute for Responsible Vendors (www.tirv.net)
2. TIPS Alcohol Certification Training (www.gettips.com)
3. ServSafe (www.servesafe.com)
4. Evindi Alcohol Compliance (www.evindi.com)
5. Learn2serve (www.learn2serve.com)
5. Darden Restaurants Responsible Alcohol Service Training Online
7. Susan Nelson (sw.nelson58@gmail.com)

Consumption On Premise Licenses

• Beer & Wine:

_____ Restaurant Beer & Wine: Fee \$1,000.00

_____ Non-profit Private Club Beer & Wine: Fee \$1,000.00

_____ Special Event Facility Beer & Wine: Fee \$1,000.00

• Distilled Spirits:

_____ Restaurant Distilled Spirits: Fee \$3,000.00

_____ Non-profit Private Club Distilled Spirits: Fee \$3,000.00

_____ Special Event Facility Distilled Spirits: Fee \$3,000.00

Package Licenses

_____ Beer & Wine: Fee \$2,000.00

_____ Distilled Spirits: Fee \$5,000.00

_____ Wine Shop: Fee \$750.00

_____ Growlers: Fee \$2,000.00

_____ Brew-Pub: Fee \$750.00

_____ Hotel / Motel In-Room Service: Fee \$250.00

Manufacturer Licenses

_____ Distilleries or Micro-Distilleries: Fee \$3,000.00

_____ Brewery or Micro-Breweries: Fee \$1,000.00

Alcohol Beverage Caterer

_____ Beer & Wine Caterer: Fee \$1,000.00

_____ Distilled Spirits Caterer: Fee \$1,000.00

Total Fees Submitted: _____

Signature of Applicant: _____ Date: _____



CITY OF MONROE

REGISTERED AGENT INFORMATION FORM

I, _____ do hereby consent to serve as the Registered Agent for the licensee, owners, officers, and/or directors of and to perform all obligations of such agency under the Alcoholic Beverage Ordinance of the City of Monroe, Georgia. I understand the basic purpose is to have and continuously maintain a Registered Agent upon, which any process, notice, or demand required or permitted by law or under said ordinance to be served upon the licensee or owner may be served upon the licensee or owner. I understand that the Registered Agent must be a citizen of the United States of at least 21 years of age and a resident of the City of Monroe. I further certify that I will notify the City of Monroe of any changes affecting my status and/or position with this company.

Registered Agent MUST live within Walton County, GA.

Name of Business/Company _____

Signature of Agent _____

Print Name of Agent _____

Print Agent's Home Address _____

Print City, State, and Zip Code _____

Print Area Code and Telephone Number _____

Print Date Moved into the Above Address _____

Print Driver's License Number _____

Print Date of Birth _____

Subscribed and sworn to me

This ____ day of _____ 20____

(Notary Public)

(Signature of Notary Public)

My Commission Expires: _____