

## City of Wentzville



## APPLICATION FOR LIQUOR LICENSE

**City of Wentzville  
City Clerk  
310 W. Pearce Blvd  
Wentzville MO 63385**

### INSTRUCTIONS

- Please TYPE or PRINT this application using only blue or black ink.
- Answer all questions fully or indicate “N/A” if not applicable.
- Attach copies of any additional supporting documents requested.
- If the establishment is a corporation and/or a partnership, please provide a list of names, address and date of birth of Corporate Officers/Partners.
- All other types of liquor licenses not listed, please contact the City Clerk
- Submit completed application to the City Clerk with payment of required license fee(s).
- If a new license, applicant must apply for a “City Business License” prior to the issuance of a liquor license.
- If a renewal license, applicant must obtain a “City Business License” prior to the issuance of a liquor license.
- No guarantee of issuance with payment. If license is not granted, the license charge shall be refunded to the applicant.

### CONTACTS

Vitula Skillman, City Clerk & License Support Staff

636 327 5101

### Commonly asked Questions

- Liquor Licenses are due annually, and the term runs from July 1 through June 30 the following year. (excluding special event licenses)
- If a license is issued in the middle of the term, fees will be prorated. The applicant will need to reapply at renewal time. Please contact the City Clerk to find out the prorated amount before submitting the application.
- If this is a new license, the applicant will need to obtain the City’s license first, then apply with the State and finally St. Charles County. It is best to begin the process no later than a month prior to the desired beginning license date.
- Special events often require special permits and requests. Please contact the City Clerk to see if your event / liquor license request will require any special permits.

## TYPE OF LIQUOR LICENSE REQUESTED

Check the following that apply:  Renewal    New

Term of license: \_\_\_\_\_ through \_\_\_\_\_ (yearly licenses run from 7/1-6/30)

- Full Liquor by the drink **Section 600.230 B.5 b. (If New, Requires a CUP)**.....\$450.00
- Original Package **Section 600.230.B.4.a & 600.060**.....\$150.00
- Wine by the Drink **Section 600.230.B.5.d (If New, Requires a CUP)** .....\$ 75.00
- Sunday Restaurant/Bar **Section 600.230.B.5.e**.....\*\$300.00  
 Will this establishment having a restaurant or similar facility on the premises have at least fifty percent (50%) of the gross income of which is derived from the sale of prepared meals or food consumed on such premises or which has an annual gross income of at least two hundred thousand dollars (\$200,000.00) from the sales of prepared meals or food consumed on such premises?    YES    NO
- Retail Liquor By The Drink Sunday Entertainment **Section 600.190.A&B (See code for requirement)** ...\$300.00  
 Will this establishment have a gross annual sales in excess of one hundred fifty thousand dollars (\$150,000) and has this establishment been in operation for at least one year prior to the date of the application?  
 YES    NO
- Sunday Original Package **Section 600.200.A&B & 600.230.B.4 (If New, Requires CUP)**..... \$300.00
- Sunday Amusement Place **Section 600.180 (If New, requires CUP)**..... \$300.00  
 The term "amusement place" means any establishment whose business building contains a square footage of at least six thousand (6,000) square feet, and where games of skill commonly known as billiards, volleyball, indoor golf, bowling or soccer are usually played, or has a dance floor of at least two thousand five hundred (2,500) square feet, or any outdoor golf course with a minimum of nine (9) holes, and which has annual gross receipts of at least one hundred thousand dollars (\$100,000.00) of which at least fifty thousand dollars (\$50,000.00) of such gross receipts is in non-alcoholic sales. Will this establishment meet these requirements?  
 YES    NO  
  
 Any new amusement place having been in operation for less than ninety (90) days may be issued a temporary license to sell intoxicating liquor by the drink at retail for consumption on the premises between the hours of 9:00 A.M. and Midnight on Sunday for a period not to exceed ninety (90) days if the amusement place can show a projection of gross receipts of at least one hundred thousand dollars (\$100,000.00) of which at least fifty thousand dollars (\$50,000.00) of such gross receipts are in non-alcoholic sales for the first (1<sup>st</sup>) year of operation.
- Picnic Liquor By The Drink License (7 Days) **Section 600.230.C.1 & 600.210.A&B**.....\$ 37.50
- One Day Catering Permit (charge per day) **Section 600.230.C.3**.....\*\$ 15.00
- 5% Beer by the Drink License (includes Sundays) **Section 600.230.B.5.a & d (If New, Requires CUP)** ....\$ 75.00
- 5% Beer Original Package (includes Sundays) **Section 600.230.B.4.b**.....\$ 75.00
- Tasting License (must already have a liquor license) **Section 600.220 & 600.230.C.2**.....\*\$ 37.50
- Liquor Wholesale Solicitor License **Section 600.230.B.3.c**.....\$750.00
- Liquor 22% Wholesale Solicitor **Section 600.230.B.3.b**.....\$300.00
- Not for Profit **Section 600.230.F**.....\$150.00  
 The Supervisor of Liquor Control may issue a liquor license to a not-for-profit corporation for any type of liquor license for a fee of \$150 per license type.
- Manufacturing, Brewing, etc. **Section 600.230.B.1 (See City Clerk)**

\*Secondary License Type-Requires a Primary License to Qualify.

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