



BUSINESS LICENSE APPLICATION

Alcoholic Beverage License Application

City of Belton, Missouri

506 Main Street Belton, MO 64012

P 816.331.4331 • F 816.322.4620

*Reminder – A business may **NOT** sell alcohol until a city alcohol license is approved and issued.*
City licenses expire June 30 of each year. **Liquor License fees are prorated.**

New Application Change of Managing Officer

Application for (check all that apply; license fees are prorated)

Retail

- Package Liquor \$150.00
- Package Malt Liquor (Beer) [includes Sunday Sales] \$ 75.00
- By the Drink Malt Liquor (Beer) [includes Sunday Sales] \$ 75.00
- By the Drink Malt Liquor (Beer) & Light Wine \$ 75.00
- By the Drink Intoxicating Liquor \$450.00
- By the Drink Intoxicating Liquor, tax exempt \$ 50.00
- Sunday Sales \$300.00

Wholesale

- 5% Wholesale Solicitor \$150.00
- 22% Wholesale Solicitor \$300.00
- Liquor Wholesale Solicitor \$750.00

Manufacturing

- 5% Manufacturer Solicitor \$375.00
- 22% Manufacturer Solicitor \$300.00
- Liquor Manufacturer Solicitor \$675.00

Microbrewery \$7.50/100 barrels or fraction thereof, max \$375.00

Domestic Winery or Brandy / Wine Manufacturer \$7.50/100 gallons or fraction thereof, max \$450.00

State Law Reference – RSMo 311.090; 311.180; 311.195; 311.200; 311.293; 311.480; 311.482; 311.485

Liquor Managing Officer's Information (liquor license applicant)

Name _____
First Middle Last (Maiden)

Home Address (physical address) _____
(no PO Boxes)
City _____ St MO Zip _____

Mailing Address (if different) _____
(This is the address the liquor license will be mailed to)
City _____ St _____ Zip _____

Cell Number () _____ SS# _____ Birthdate _____
Month / Day / Year

Place of Birth _____ Email Address _____

Office Use Only
Approved by _____ Date _____ Fee \$ _____

Are you a US Citizen? Yes No If naturalized, give date/place of naturalization _____

Male Female Height/Weight _____ Eye Color _____ Hair Color _____

Spouse's Name _____			
First	Middle	Last	(Maiden)
Cell Number () _____	SS# _____	Birthdate _____	Month / Day / Year

Please state your employment for the last 5 years (business names & addresses). If you were self-employed, state the nature of the business and location. _____

1. Have you ever been arrested in the US for the violation of any City, state, or Federal law?

Yes No (Do not include minor traffic offenses)

If Yes, please explain _____

2. Have you ever been found guilty of a crime in the US for which you served time, received a suspended sentence, were placed on probation, or paid a fine? Yes No (Do not include minor traffic offenses)

If Yes, please explain _____

3. Have you ever been convicted of a felony? Yes No

If Yes, please explain _____

4. Have you ever had a liquor permit revoked? Yes No

If Yes, please explain _____

5. Have you ever declared bankruptcy or been insolvent? Yes No

If Yes, please explain _____

6. Are you the person in active control and management of this business Full-time Part-time

If part-time, please explain your planned management. _____

7. Will you, at all times, permit the entry of any police officer, duly authorized representative of the Liquor Control Department, or any other investigator or inspector who may have legal supervisory authority for the purpose of inspection or search, including auditing of your records and books for purposes of verification of the amount of liquor sales and food sales, where applicable? Yes No

If No, please explain _____

8. Will you permit the removal of all things and articles which are held in violation of the Ordinances of the City of Belton, and the Laws of the State of Missouri? Yes No

If No, please explain _____

9. Do you consent to the introduction into evidence such articles in any proceedings for the violation of any provision of the revised liquor control Ordinances of Belton, Missouri, and/or for the suspension or revocation of the permit for which this application is made? Yes No

If No, please explain _____

Business Information (the business holding the state liquor license/the Belton business requesting the liquor license)

Ownership Information Sole Proprietor Partnership Corporation / LLC Other _____

A current/active business license must be on file for the business requesting this liquor license.			
Belton Business Name	_____	DBA Name (if different)	_____
Belton Address (physical address) (No PO Boxes)	_____		
	City _____	St _____	Zip _____
Mailing Address (if different)	_____		
	City _____	St _____	Zip _____
Belton Phone Number	_____	Local contact person	_____
Description of Type of Business	_____		
Yes / No	Is this business a nonprofit?		

Is this business located within 100 feet of a church? Yes No

If Yes, please explain _____

Is this business located within 100 feet of a school? Yes No

If Yes, please explain _____

Does the business currently employ, or plan to employ, anyone who has been convicted of any crime?

Yes No If Yes, please explain _____

Belton Business Manager's Information

Name _____
First Middle Last (Maiden)

Home Address (physical address) _____
City _____ St _____ Zip _____

Home Mailing Address (if different) _____
(no PO Boxes)
City _____ St _____ Zip _____

Cell Number () _____ SS# _____ Birthdate _____
Month / Day / Year

Email Address _____

I hereby certify that the business or occupation I intend to pursue under the authority of the license for which I am applying does not violate or otherwise conflict with existing laws of the State of Missouri or ordinances of the City of Belton. I hereby state that I will not violate any of the ordinances of Belton, Missouri, the laws of the state of Missouri, or the law of the United States in the conduct of the business for which this permit is sought. I hereby state the information contained herein is true, correct, and complete to the best of my knowledge. I also acknowledge that this is only an application and is not approval for me to operate a business within the City of Belton, Missouri.

Please note: this application must be fully completed and legible before it will be processed.

Signature of Liquor Managing Officer
(Liquor License Applicant)

Date

I, (Liquor Managing Officer/Applicant-print name) _____,
being of lawful age, subscribe to the foregoing document and do hereby make solemn oath that the statements contained therein are true and complete according to the best of my knowledge, information, and belief. I am the person who is to be actively engaged in the actual control and management of the particular liquor establishment for which the permit is hereby sought.

Signature of Liquor Managing Officer
(Liquor License Applicant)

Date

STATE OF _____
COUNTY OF _____

Subscribed and sworn to before me this _____ day of _____ in the year _____.

My commission expires _____

(Notary Seal)

Notary Public

Check List for Belton Liquor License

- Application, completely and legibly filled out
- A copy of the Liquor Managing Officer's (Liquor License Applicant) driver's license
- If the Liquor Managing Officer (Liquor License Applicant) is not a US citizen, a copy of naturalization papers
- A state criminal history background check dated within the last six months from the Missouri Highway Patrol for the Liquor Managing Officer (Liquor License Applicant). Applications can be obtained by accessing the Highway Patrol's website at www.mshp.dps.mo.gov or by calling 573.751.1000.
- A copy of the Liquor Managing Officer's (Liquor License Applicant) Missouri voter registration card
- A copy of the Liquor Managing Officer's (Liquor License Applicant) previous year's personal property tax receipt OR letter of non-assessment

The application/investigation fee is \$100, cash or check (payable to the City of Belton). The application/investigation fee must be submitted with the application.

The application/investigation fee is in addition to City applicable liquor license fee(s). Liquor license fee(s) are prorated. At the time of license issuance, the City Clerk's office will let the applicant know how much the license fee(s) are. The license fee(s) can be paid by cash, check (payable to the City of Belton), or online (2.45% processing fee).

Questions? Please contact the City Clerk's Office at 816.331.4331 or dgreener@belton.org.