

**ALL APPLICATIONS MUST BE TYPEWRITTEN. NO HANDWRITTEN FORMS WILL BE ACCEPTED.
THE FURNISHING OF ANY INACCURATE INFORMATION SHALL BE CAUSE FOR LICENSE REVOCATION.**

MUST BE FILED IN DUPLICATE WITH THE OFFICE OF THE VILLAGE MANAGER

**VILLAGE OF WESTERN SPRINGS
COOK COUNTY, ILLINOIS
LOCAL LIQUOR CONTROL COMMISSION
APPLICATION FOR RETAIL LIQUOR LICENSE**

**NEW/RENEWAL: Class _____ Liquor License
(Non-Refundable Application Fee for Issuance of new Liquor License; One-Time Only Fee)**

DATE: _____

Honorable Presiding Village President
and Local Liquor Control Commissioner
Village of Western Springs, Illinois

Reference in this Application to an owner shall mean any person who is an owner of more than five percent (5%) of the corporation, a partner in a partnership or a member of a limited liability company, which is applying for the license. All questions must be answered completely. QUESTIONS ARE TO BE ANSWERED ACCURATELY. IF QUESTIONS ARE NOT ANSWERED ACCURATELY, THE LICENSE WILL BE SUBJECT TO REVOCATION. IT WILL NOT BE A DEFENSE THAT ANSWERS WERE GIVEN TO THE BEST OF THE ANSWERER'S KNOWLEDGE. IT IS YOUR RESPONSIBILITY TO ASCERTAIN THE ACCURACY OF YOUR RESPONSE. **IF MORE SPACE IS NEEDED TO FULLY RESPOND, ATTACH A SEPARATE PAGE(S).**

The undersigned (an owner), _____ (name), _____ (title) of _____ d/b/a _____ (business name and assumed name) makes application for a Class _____ liquor license, at the address of _____ for the period ending March 31, 2____, and tenders the sum of \$_____, the prescribed fee as set forth in the following:

**SCHEDULE OF ANNUAL FEES FOR THE VARIOUS CLASSES OF
RETAIL LIQUOR LICENSES (SECTIONS 3-3-2 and 4-1-9):**

		Application Fee	Annual Fee
CLASS A:	Full Service Restaurant with a Service Bar	\$1,000.00	\$2,000.00
CLASS B:	Full Service Restaurant with a Patron Bar	1,000.00	2,000.00
CLASS C:	Full Service Restaurant; Beer and Wine Only	1,000.00	1,000.00
CLASS D:	Limited-Service Restaurant License; Beer and Wine Only; No Patron or Service Bar	1,000.00	1,000.00
CLASS E:	Supermarket License	1,000.00	3,000.00
CLASS F:	Culinary School License	1,000.00	500.00
CLASS G:	Fine Wine, Premium Spirits and Beer, Gourmet Food Store	1,000.00	1,000.00
CLASS H:	Outdoor Liquor Café	500.00	150.00
CLASS I:	Special Event (Not-For-Profit Organization Owned or Leased Property)	*400.00	**100.00
CLASS J:	Special Event (Village-Owned Property (Beer and Wine Only)	*400.00	**100.00
CLASS K:	BYOB - Corkage License (Beer and Wine Only)	250.00	200.00
CLASS L:	Limited Special Event License; Tastings of Beer and Wine and Beer and Wine Package Sales Only		
CLASS M:	Theatre License		
CLASS N:	Caterer's License	200.00	100.00

*There is no special event license application fee for the holder of an existing Village-issued liquor license.

**The above \$100 fee is a "renewal application fee" payable by an applicant in subsequent years to renew a special event license. For each special event license (5 or fewer events in one calendar year), there is a \$25 per event fee, and for each additional event after the 5th event in one calendar year, there is a \$15 per event fee.

AN OWNER MUST COMPLETE THIS APPLICATION. IF A MANAGER IS TO BE EMPLOYED BY THE OWNER, THE MANAGER WILL ALSO HAVE TO COMPLETE AND SUBMIT AN APPLICATION, WHICH WILL BE MARKED AS A "SUPPLEMENTAL APPLICATION." NO FEE WILL BE CHARGED TO PROCESS THE SUPPLEMENTAL APPLICATION. EACH LICENSE TERMINATES ON THE 31ST DAY OF MARCH.

THE INFORMATION PROVIDED IN NOS. 1(A)-(S) MUST BE PROVIDED FOR EACH INDIVIDUAL WHO WILL AT ANY PARTICULAR TIME BE THE PERSON ON THE PREMISES WHO HAS SUPERVISORY OR MANAGEMENT RESPONSIBILITY OVER THE OTHER EMPLOYEES. PLEASE PROVIDE SUCH INFORMATION ON SEPARATE SHEETS OF PAPER. EACH SUCH MANAGEMENT PERSON MUST BE FINGERPRINTED BY THE WESTERN SPRINGS DEPARTMENT OF LAW ENFORCEMENT SERVICES. APPOINTMENTS FOR FINGERPRINTING MUST BE MADE 72 HOURS IN ADVANCE. NO FINGERPRINTING WILL BE DONE WITHOUT SUCH AN APPOINTMENT.

SPECIAL EVENT LICENSE APPLICANTS MUST COMPLETE THE ATTACHED "SPECIAL EVENT RIDER."

1. INFORMATION ON APPLICANT AND PERSON COMPLETING THIS APPLICATION. Pursuant to Title 4, Chapter 1, Section 16 of the Western Springs Municipal Code, please provide the following information.

A. Name: _____

Male: _____ Female: _____

B. Mailing Address: _____

C. Address at Residence: _____

D. Home Phone No.: _____ Cell: _____

E. Work Phone No.: _____ Pager: _____

F. Citizenship Status: _____

G. If naturalized citizen, time and place of naturalization: _____

H. Place of Birth: _____

I. Driver's License Number: _____

J. Height: _____

K. Weight: _____

L. Color of eyes: _____

M. Color of hair: _____

N. Social Security number: _____

O. Vehicles owned with registration numbers: _____

P. Other home addresses within the last 5 years:

_____	Dates:
_____	From: _____ to _____

Street Address City, State Zip

_____	From: _____ to _____
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Street Address City, State Zip

Q. Businesses owned or operated within the last 5 years that required a liquor license, stating: (a) Name of business; (b) State and municipal liquor license numbers; (c) Address; and (d) Phone number.

Business Name _____

Address _____ Phone Number _____

Dates owned: From _____ To _____

Describe any liquor license incident requiring police intervention: _____

State liquor license # _____ Date of license _____
Municipal liquor license # _____ Date of license _____
Name, address and telephone number of municipality issuing liquor
license _____

R. Has any of the Applicant's liquor licenses ever been suspended or revoked? If so, explain:

S. State your relationship to the business for which the license is sought. _____

2. Description of the premises at which business will be operated. Additionally, attach a floor plan or site plan.

Total square feet: _____ Bar area Sq. Ft.: _____ Kitchen area Sq. Ft.: _____

No. of tables: _____ Type of food served: _____

No. of parking spaces: _____

3. If this is a new license application, what kind of business was previously conducted in the space where you intend to operate your business? _____

4. Name of corporation to which license is to be issued.

5. Name, address and phone number under which the licensed business will be operated.

Business Name

Address

Phone Number

6. Does the Applicant own the building or the space in which the business is located? _____
[Attach proof of ownership (e.g., a deed) to this Application].

7. Does the Applicant lease the building or the space in which the business is located? _____
The expiration date of the Lease is: _____ [Attach a certified copy of Lease to this Application].

8. Is the nearest part of any church building used for worship services or educational programs within 100 feet of the nearest part of the proposed licensed premises? _____

9. Is any school (other than an institution of higher learning), hospital, home for the aged or indigent persons or for veterans, their spouses, or children within 100 feet of the center of the proposed licensed premises? _____

10. Do you have or intend to have a manager or a management contract with another entity or person, who is not a bona fide employee, to manage the licensed business for you? _____

11. If the answer to Question Number 10 is "Yes," state the name, age, address and telephone number of the manager, or for a management company state the same information, as applicable, for the company and for any assigned representative of the company who will serve as the on-site manager.

(The manager or management company must complete and submit an Application, which will be marked as a "Supplemental Application.").

12. How long has the Applicant been in the business of the retail sale of alcohol and describe the nature of its business experiences? _____

13. Date of incorporation or organization of your company: _____
(As applicable, attach a copy of the Articles of Incorporation, Articles of Organization, Shareholders Agreement, Operating Agreement and Partnership Agreement).

14. If the Applicant is a corporation or a limited liability company, has it ever been dissolved, either voluntarily or involuntarily? _____
If so, state the date of reinstatement: _____

15. If the Applicant is incorporated or organized in a state other than the State of Illinois, you must attach the document pursuant to which the company is qualified under Illinois law to transact business in Illinois.

16. List the names, addresses, dates of birth, telephone numbers and social security numbers of all Officers and Directors.

Name Address Office Held

Date of Birth Social Security No. Phone No.

Name Address Office Held

Date of Birth Social Security No. Phone No.

Name Address Office Held

Date of Birth Social Security No. Phone No.

17. List the names, addresses, dates of birth and social security numbers of all partners (if a partnership), members (if a limited liability company), or shareholders who own in the aggregate more than 5% of the stock of the corporation.

Name	Address	% of Stock
Date of Birth	Social Security No.	Phone No.

Name	Address	% of Stock
Date of Birth	Social Security No.	Phone No.

18. Is the Applicant a subsidiary of a parent corporation? _____. If so, state the name, address and telephone number of the parent corporation. *(The Local Liquor Control Commission has the right to require that the parent company complete and submit this Application).*

19. Is the Applicant obligated to pay a percentage of profits to any person or entity not listed in Question Numbers 17 and 18? _____. If so, explain and identify the name, address and telephone number of such persons or entities: _____

20. Has the Applicant or any person listed in Questions Numbers 17 or 18 or any of your managers ever held another liquor license in the United States? _____. If so, state the dates, city and state of each license:

License Holder: _____ Date: _____
 City and State: _____

License Holder: _____ Date: _____
 City and State: _____

21. Has the Applicant or any person listed in Question Numbers 17 or 18 or any of your managers ever been denied a liquor license from any jurisdiction? _____. If so, state the particulars: _____

22. Has the Applicant or any person listed in Question Numbers 17 or 18 or any of your managers ever had a previous liquor license (whether wholesale or retail) revoked by the Federal Government or by any state, county or local government? _____. If so, explain: _____

23. Other than when making an initial application for a license, has the Applicant or any predecessor to or subsidiary or corporate parent entity of the Applicant ever been subject to charges, hearing or investigation by any jurisdiction with respect to a liquor license? _____. If so, please state: a) the previous licensor; b) the licensee(s) by names and addresses; c) the

address of the licensed premises; and d) the names of the licensed establishment and the date or dates of such revocation or suspension: _____

24. If the answer to either Question Numbers 22 or 23 is "Yes," describe on a separate page for each and every charge: a) the date of the charge; b) the final disposition of the charge; and c) name, address and telephone number of the municipality or other jurisdiction bringing the charge.

If no charges were involved, state the reason for the investigation or hearing:

25. Has the Applicant or any person listed in Question Numbers 17 and 18 or any of your managers ever been found guilty of a felony or a misdemeanor, including but not limited to any gambling offense, concerning the sale or use of illegal drugs or any alcohol related traffic offense? _____ . If so, explain the charge, the date, the city and state where the charge was brought, and the disposition. This must include all findings of guilty, whether subsequently vacated or not and shall specifically include any orders of court supervision, whether satisfactorily completed or not.

Name of Person: _____ Charge: _____

Date: _____ City and State: _____

Disposition: _____

Name of Person: _____ Charge: _____

Date: _____ City and State: _____

Disposition: _____

26. Please attach a verified financial statement showing the assets and liabilities of the Applicant dated no later than thirty (30) days prior to date of the Application. Additionally, a verified financial statement must be submitted for all persons who will share in the profits or losses of a limited liability company or a partnership, which seeks a liquor license, as well as for shareholders owning more than five percent (5%) of a corporation which applies for a license.

27. The Applicant's Retailer Occupational Tax Registration (ROT) Number: _____; the Applicant's Federal Employer Identification Number (FEIN): _____.

28. Is the Applicant delinquent in the payment of the Retailer's Occupational Tax (sales tax)? _____ . If the answer is "Yes," explain: _____

29. Is any person listed in Question Numbers 17 and 18 or any of your managers an elected public official? _____. If so, state the office and unit of government: _____

30. Is any other person directly or indirectly connected with the operation, ownership or management of the Applicant's place of business or the premises to be licensed an elected public official? _____. If so, state the particulars: _____.

31. Does any person listed in Question Numbers 17 or 18 or any of your managers hold any law

enforcement office? _____. If so, name the title and agency:

Person: _____ Title: _____

Agency: _____

(When answering Question Numbers 32 through 39, the term "person" shall include any partnership in which the person was a partner, any limited liability company in which the person was a member, or any corporation in which the person was or is more than a 5% shareholder).

32. In the past two years, has any person listed in Question Numbers 17 or 18 or have any of your managers made any political contributions to any member of the Western Springs Board of Trustees or to any member of the Illinois State Liquor Commission? _____

33. If the answer to question number 32 is "Yes," identify each contribution and the amount:

34. Does any person listed in Question Numbers 17 and 18 or any of your managers possess a current Federal Wagering or Gambling Device Stamp? _____. If so, state the reasons: ____

35. State the value of goods, wares and merchandise to be used in the business that are purchased and on hand at this time: _____

36. If this is a renewal application, has the ownership or management changed in any manner since the prior application? _____. If yes, please explain the nature of the change(s): _____

37. Does the business that is proposed to be licensed currently carry Dram Shop Insurance coverage for the premises or have a binder for Dram Shop Insurance coverage to be issued upon approval of the liquor license? _____. If so, attach a copy of the insurance certificate or binder. The Applicant should provide the Village Manager with at least a binder during the application review process in order to expedite the consideration of the application. A certificate of insurance meeting the requirements of Title 4, Chapter 1, Section 20 of the Western Springs Municipal Code must be provided to the Village Manager following license approval in order for a liquor license to be issued.

38. Pursuant to Title 4, Chapter 1, Section 15 of the Western Springs Municipal Code, no license shall be issued if any of the below statements cannot be answered in the affirmative by the Applicant. By signing this Application, the Applicant affirmatively states that the Applicant is:

A. A person who is a resident of the Village (unless Subsections J, K or L apply).

B. A person of good character and reputation in the community in which he or she resides.

C. A person who is a citizen of the United States.

D. A person who has not been convicted of a felony under any federal or state law, unless the Local Liquor Control Commissioner determines, after investigation, that such person

has been sufficiently rehabilitated to warrant the public trust after considering matters set forth in such person's application and the Commission's investigation. The burden of proof of sufficient rehabilitation shall be on the applicant.

- E. A person who has not been convicted of being the keeper of or is not keeping a house of ill fame.
- F. A person who has not been convicted of pandering, sexual molestation or other crime or misdemeanor opposed to decency and morality.
- G. A person whose license to sell alcoholic liquor, whether issued under this Chapter or by any other governmental entity, has not been revoked for cause.
- H. A person who at the time of application for renewal of license issued hereunder would be eligible for such license upon a first application.
- I. A partnership, and all of the partners of such partnership qualified to obtain a license as individuals except for reason of residency.
- J. A copartnership, if any general partnership thereof, or any limited partnership thereof, owning more than 5% of the aggregate limited partner interest in such copartnership would not be eligible to receive a license hereunder for any reason other than residence within the Village.
- K. A corporation where:
 - (i) No officer, manager or director thereof, or any stockholder or stockholders owning in the aggregate more than five percent (5%) of the stock of such corporation, is ineligible to receive a license hereunder for any reason other than citizenship and residency; and
 - (ii) It is incorporated in Illinois and is in good standing under the laws of Illinois, or if an out of state or foreign corporation which is qualified under the Illinois Business Corporation Act to transact business in Illinois, it is in good standing under the state of incorporation.
- L. A limited liability company where:
 - (i) No officer, manager or director owning more than 5% of the aggregate ownership interest in such company is ineligible to receive a license hereunder for any reason hereunder other than citizenship and residency; and
 - (ii) It is organized in Illinois and is in good standing under the laws of Illinois, or if an out of state or foreign limited liability company which is qualified under Illinois law to transact business in Illinois, it is in good standing under the state of organization.
- M. A person whose place of business is conducted and physically controlled and operated by a manager or agent and such manager or agent possesses the same qualifications required of an individual licensee hereunder.
- N. A person who has not been convicted of a violation of any federal or state law concerning the sale or use of illegal drugs, or the manufacture, possession or sale of alcoholic liquor, or has not forfeited his bond to appear in court to answer charges of any such violation, unless the Local Liquor Control Commissioner determines, after investigation, that such person has been sufficiently rehabilitated to warrant the public trust after considering matters set forth in such person's application and the

Commission's investigation. The burden of proof of sufficient rehabilitation shall be on the applicant.

- O. A person who either owns the premises (or the beneficial interest in a land trust owning the premises) for which a license is sought, or has a lease thereon for the full period for which the license is to be issued.
 - P. A person who is a beneficial owner of the business to be operated by the licensee.
 - Q. A person who is not a law enforcing public official, the village president, member of the board of trustees, member of the local liquor control commission or any other elected public official, unless said applicant is a member of the board of trustees (except for the village president who serves as the local liquor commissioner) who seeks a license in relation to premises that are located within the Village, provided (i) the sale of alcoholic liquor pursuant to the license is incidental to the selling of food, (ii) the issuance of the license is approved by the State Commission, (iii) the issuance of the license is in accordance with all applicable local ordinances in effect where the premises are located, and (iv) the official granted a license does not vote on alcoholic liquor issues pending before the Village Board.
 - R. A person or entity to whom a federal wagering stamp has not been issued by the federal government for the current tax period unless the person or entity is eligible to be issued a license under the Raffles Act or the Illinois Pull Tabs and Jar Games Act.
 - S. A person who has not been convicted of a gambling offense as proscribed by any of subsections (a) (3) through (a) (11) of Section 28-1 of, or as proscribed by Section 28-1.1 or 28-3 of, the Criminal Code of 1961, or as proscribed by a statute replaced by any of the aforesaid statutory provisions.
 - T. A person who is twenty-one (21) years of age or older.
39. Pursuant to Title 4, Chapter 1, Section 16 of the Western Springs Municipal Code, by signing this Application, the Applicant affirmatively states that:
- A. The Applicant has not been convicted of a felony or any other offenses prohibited under Title 4 of the Western Springs Municipal Code.
 - B. The Applicant will not violate any of the laws of the Village, the State or of the United States in the conduct or operation of the place of business to be licensed.
40. The Applicant shall complete and submit with this Application an Authorization for Release of Information Relative to Application for Retail Liquor License on a form approved by the Village.

IF A NEW MANAGER HAS BEEN OR IS ADDED TO THE BUSINESS, THAT PERSON MUST CONTACT THE WESTERN SPRINGS DEPARTMENT OF LAW ENFORCEMENT SERVICES, (708) 246-1800, TO SET UP AN APPOINTMENT TO BE FINGERPRINTED AND MUST SUBMIT A SUPPLEMENTAL APPLICATION. THE APPOINTMENT SHOULD BE MADE MONDAY THROUGH FRIDAY FROM 9:00 A.M. TO 5:00 P.M.

A LIQUOR LICENSE IS NOT TRANSFERABLE. IF YOU ANTICIPATE A SALE OF THE BUSINESS, OR A CHANGE IN OWNERSHIP OR MANAGEMENT, IT IS YOUR SOLE RESPONSIBILITY TO ASSURE THAT THE REQUIRED NOTIFICATION AND/OR REAPPLICATION PROCESS IS STARTED AT LEAST 120 DAYS PRIOR TO THE CHANGE. ALL INVESTIGATIONS BY THE LOCAL AUTHORITIES MUST BE COMPLETED BEFORE THE LOCAL LIQUOR CONTROL COMMISSIONER AND LOCAL LIQUOR CONTROL COMMISSION WILL CONSIDER THE APPLICATION.

SPECIAL EVENT RIDER

THE APPLICANT SHALL COMPLETE THIS SPECIAL EVENT RIDER AS PART OF THE APPLICATION FOR A SPECIAL EVENT LICENSE.

1. Pre-Application Review.

- Did you request a Pre-Application Review? (Yes / No).
- Did you submit a pre-application letter (as well as other documents) to the Local Liquor Control Commissioner? (Yes / No). If yes, attach a copy of the submittal to this Rider.
- Did you meet with the Local Liquor Control Commissioner as part of the Pre-Application Review? (Yes / No).
- Did you receive any correspondence from the Local Liquor Control Commissioner or any Village personnel regarding the Pre-Application Review? (Yes / No). If yes, attach a copy of the correspondence to this Rider.

2. **Location.** Attach a diagram or site plan for the special event location, including the locations of any alcoholic beverage tents, individual retail sales/tasting booths or an alcoholic beverage sales/consumption areas, the size, internal set up, fence requirements and designated security entrance and exit points for patrons and minors.

3. **Security for Outdoor Alcoholic Beverage Tent and Alcoholic Beverage Sales/Consumption Area.** Describe the security measures to be employed in regard to the operation of the alcoholic beverage tent and/or alcoholic beverage sales/consumption area with respect to minors and adults who enter these areas: _____

4. **Music.** Are you planning to have amplified music or live music or other forms of music entertainment at an outdoor special event? (Yes / No). If yes, describe the sound system, the type of music (live, amplified, other) and location of the musicians and sound equipment: _____

5. **Signage.** Are you planning to post any advertising signs that relate to the sale of beer, wine or other alcoholic liquor within the alcoholic beverage tent or alcoholic beverage sales/consumption area? If so, please attach copies of the proposed signs.

6. **Number of Events.** Identify the number of special events you plan to conduct in the current calendar year, specify the dates of each event and state the name of each event: _____

7. **State and Village Licenses.** Attach proof of application for or receipt of all other required Village and State licenses, including a State special event liquor license or similar approval.

8. **Insurance.** Attach an insurance certificate or binder for the required insurance coverage as required by Section 4-1-20 of the Liquor Control Ordinance.

9. **License and Indemnification Agreement.** Attach a signed and dated License and Indemnification Agreement (Village-approved form).

10. **Additional Municipal Services.** Identify any municipal services, such as police, fire, emergency medical services and public works personnel and services that are requested for the special event: _____

SIGNATORY PAGE

Corporate Seal
(If applicant is corporation)

STATE OF ILLINOIS)
) SS.
COUNTY OF C O O K)

The undersigned, _____, first being duly sworn, under oath deposes and says that _he_ is/are the Applicant(s) for the license requested in the foregoing Application; that _he_ is/are of good repute, character and standing and that answers to the questions asked in the foregoing Application are true and correct in every detail. I further state that I have read and understand the Code provisions of the Western Springs Municipal Code that govern the sale and delivery of alcoholic beverages. I further agree not to violate any of the laws of the State of Illinois, the United States of America or any of the ordinances of the Village of Western Springs in the conduct of my place of business.

I ALSO UNDERSTAND THAT AN UNTRUE, INCORRECT OR MISLEADING ANSWER GIVEN IN THIS APPLICATION IS SUFFICIENT CAUSE FOR THE REFUSAL TO GRANT OR THE REVOCATION OF ANY LICENSE GRANTED PURSUANT TO THIS APPLICATION.

I further give my permission to the Village of Western Springs or any agency of the Village to check with any agency or individual named or referred to in this Application to verify or clarify any answer that I have given.

APPLICANT

Subscribed and Sworn to before me this ____ day of _____, _____.

NOTARY PUBLIC

APPLICATION APPROVED:

Local Liquor Control Commissioner

Date: _____

REV. 11/27/10