



## ALCOHOL LICENSE APPLICATION

<b>Identification Section</b>		
1	Name of licensee:	Social security no:
2	Is licensee a corporation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If "yes", name and address of registered agent	
3	Legal business name, address and phone number:	
<b>Alcohol Information Section</b>		
4	Type of license(s) requested (check all that apply) <ul style="list-style-type: none"> <li><input type="checkbox"/> Beer [fee \$300.00]</li> <li><input type="checkbox"/> Wine [fee \$300.00]</li> <li><input type="checkbox"/> Liquor [fee \$2,500.00]</li> <li><input type="checkbox"/> On Premise Consumption of Distilled Spirits [fee \$2,000.00]</li> <li><input type="checkbox"/> Special Events 1 day Alcoholic Beverage [fee \$100.00]                Date of Event _____</li> </ul>	

5	<p>Type of business (check one)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Club</li> <li><input type="checkbox"/> Tavern or lounge</li> <li><input type="checkbox"/> Convenience store</li> <li><input type="checkbox"/> Package store</li> <li><input type="checkbox"/> Restaurant</li> <li><input type="checkbox"/> Grocery</li> <li><input type="checkbox"/> Other</li> </ul>
6	<p>Will alcohol be consumed on the premises? <input type="checkbox"/> Yes <input type="checkbox"/> No (Check all that apply)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> On Premise Consumption Beer [fee 200.00]</li> <li><input type="checkbox"/> On Premise Consumption Wine [fee 200.00]</li> </ul>
7	<p>Will at least fifty percent (50%) of the gross income of the establishment result from the sale of food? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
8	<p>Do you comply with the distance requirements of O.C.G.A. 3-3-21, O.C.G.A. 3-4-49 and regulation 560-2-2-.32 below? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>No person may knowingly and intentionally sell or offer to sell:</p> <ul style="list-style-type: none"> <li>A. Any retail package liquor within 600 feet of any school ground.</li> <li>B. Any retail package malt beverages or wine within 300 feet of any school ground.</li> <li>C. Any retail package liquor within 300 feet of any church building.</li> <li>D. Any liquor, malt beverages and/or wine within 300 feet of any government owned and operated alcohol treatment center.</li> <li>E. Any new retail package liquor within 500 yards of an existing licensed retail package liquor location.</li> </ul>
9	<p>Do you comply with the requirements of regulation 560-2-2-.38 below? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Neither a retail dealer or retail consumption dealer, whether licensed in this state or not, nor any of his employees or members of such retail dealer's or retail consumption dealer's immediate family shall have, own or enjoy any ownership interest in, or Partnership arrangement or other business association with the business of any wholesaler, manufacturer, producer, shipper, importer or broker.</p>

10 Are you a resident of the City of Blakely?  Yes  No  
 If not per City Ordinance section 3.21(a) you must designate a resident of the City who shall be responsible for any matter relating to the license. Please enter name, address and phone number of such designee below.

11 Is this application for retail package liquor?  
 Yes  No  
 If “yes”, do you comply with the requirements of O.C.G.A. 3-4-21 and regulation 560-2-2-.40, as shown below, regarding the limit of two (2) licenses per person?  
  
 No person shall be issued more than two retail package liquor licenses, nor shall any person be permitted to have a beneficial interest in more than two retail package liquor licenses issued by the department regardless of the degree of such interest. For the purposes of explanation and applicability of the code: “beneficial interest” as used here means: when a person holds the retail package liquor license in his own name, or when he has a legal, equitable or other ownership interest in, or has any legally enforceable interest or financial interest in, or derives any economic benefit from, or has control over a retail package liquor business. The term “person” shall include all members of a retail package liquor dealer licensee’s family; and the term “family” shall include Any person related to the holder of the license within the first degree of consanguinity and affinity as computed according to the Canon law which includes the following: spouse, parents, step-parents, parents-in-law, brothers and sisters, step-brothers and stepsisters, brothers-in-law and sisters-in-law, children, step-children and children-in-law.

**Signature Section**

I declare under penalty of perjury, that this application has been examined by me, and to the best of my Knowledge and belief is true, correct, and complete.

By my signature I acknowledge that as the licensee that it is my responsibility to be familiar with Chapter 3 “ALCOHOLIC BEVERAGES” of the City of Blakely Code of Ordinances. The Ordinance can be found on the City website at: [www.cityofblakely.net](http://www.cityofblakely.net). A copy of the ordinance is also on file at the City of Blakely City Hall, located at 82 Court Square.

(Must be signed by licensee. If the licensee is a corporation, must be signed by an officer of the Corporation. Stamped signature not acceptable.)

\_\_\_\_\_

Signature / title

\_\_\_\_\_

Date

I hereby certify that \_\_\_\_\_ is personally known to me, that said applicant signed the foregoing application after stating to me personal knowledge and understanding of all statements and answers made herein, and, under oath actually administered by me, has sworn that said statements and answers are true.

This day \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Notary public  
 Affix seal

**FOR OFFICE USE ONLY**

Public notice ran in Early County News	Date _____
<b>Fees Paid</b>	
Application fee of \$75.00 (must be paid before processing) paid	Date _____
Beer = 300.00 Wine = 300.00 Liquor = 2,500.00	Total Due _____
Consumption on premises fees Beer = 200.00 Wine = 200.00 Distilled Spirits = 2,000.00 These fees to be paid after approval by Council.	Total Paid _____
	Date Paid _____

**Blakely Police Department**

Approved                       Disapproved

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**City Council**

Agenda date \_\_\_\_\_

Approved                       Disapproved                       Tabled



**CITY OF BLAKELY**  
**PO BOX 350**  
**BLAKELY, GA 39823**  
**PHONE 229-723-3677**  
**FAX 229-723-2520**

### **Business – Occupational Tax Application**

#### **Business Information**

Business Name \_\_\_\_\_

Doing Business As \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Is This Business Located Within The City Limits Of Blakely?  Yes  No

Phone # \_\_\_\_\_ Fax \_\_\_\_\_

Business Web Site \_\_\_\_\_

Business Description \_\_\_\_\_

Sales Tax Number \_\_\_\_\_ State Id Number \_\_\_\_\_

Federal Id Number \_\_\_\_\_

Are You State Licensed?  Yes  No

If Yes License Number \_\_\_\_\_ Expiration Date \_\_\_\_\_  
(Please Provide Copy)

Number Of Employees \_\_\_\_\_

Are You Insured And/Or Bonded?  Yes  No

If Yes Provide Proof Of Insurance / Bond, Policy Number, Carrier And Expiration Date

Is This A Food Service Occupation?  Yes  No

If Yes Provide A Copy Of Health Department Score.

**Owner / Responsible Person Information**

Name \_\_\_\_\_  
Title \_\_\_\_\_

Address \_\_\_\_\_

Driver's License Or Social Security Number \_\_\_\_\_  
(Please Provide Copy)

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Emergency Contact**

Name \_\_\_\_\_

Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Note: If Alcoholic Beverages Will Be Sold You Will Need A Separate Alcohol License.

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**City Use**

Zoning For This Location \_\_\_\_\_

Planning & Zoning Dept Approval \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ (Initials)

Does Business Address Have City Utilities And Current Deposit \_\_\_\_ Yes \_\_\_\_ No

Certificate Of Occupancy Required \_\_\_\_ Yes \_\_\_\_ No

Fire Chief Approval \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ (Initials)

NAICS/Class \_\_\_\_\_

Type Of Business \_\_\_\_\_

Rate \_\_\_\_ Number Of Employees \_\_\_\_ Flat Rate

Fee \_\_\_\_\_





**ALCOHOLIC BEVERAGE  
Public Notice**

Per Georgia State Code §O.C.G.A. 3-4-27 this notice must be published at least once during the 30 days prior to filing the application for license.

Date: \_\_\_\_\_

Notice is hereby given by

\_\_\_\_\_ d/b/a \_\_\_\_\_  
Individual Name(s) Business Name

[If the business is a corporation, the names and titles of all corporate officers should be listed under individual name]

That application will be made to the Council of the City of Blakely at its next meeting to be held on \_\_\_\_\_ for a license to sell

- Packaged Beer
- Tavern Beer (to be consumed on the premises)
- Liquor
- Wine
- Distilled Spirits

within the City. Said business where alcoholic beverages will be sold will be located at \_\_\_\_\_.

All persons having objections to the sale of alcoholic beverages at said location are requested to appear at the next meeting of the City Council, then and there to make the same known.

\_\_\_\_\_  
Signature of Applicant

Publication:  Early County News  Other \_\_\_\_\_

Publication Dates: \_\_\_\_\_

The newspaper should receive this completed form no later than the Monday before the publication date. Payment is due in advance.

**§O.C.G.A. 3-4-27 Notice of intention to secure retail dealer license for sale of distilled spirits**

(a) No application for a retail dealer license for the sale of distilled spirits shall be acted upon until after the applicant has published in the newspaper which publishes the legal advertisements of the county wherein such person proposes to engage in business a notice of his intention to secure a retail dealer license. Such notice shall be published at least once during the 30 days immediately preceding the filing of the application for a license. Such notice shall be in large boldface type and shall state:

- (1) The type of license for which application has been filed;
- (2) The exact location of the place of business for which a license is sought;
- (3) The names and addresses of each owner of the business; and
- (4) If the applicant is a corporation, the names and titles of all corporate officers.

**SAVE and EVERIFY**



**AFFIDAVIT**

**SAVE PUBLIC BENEFITS AFFIDAVIT O.C.G.A. §50-36-1(e)(2)**

By executing this affidavit, the undersigned applicant for a City of Blakely Occupational Tax Certificate, Alcohol License, or other Public Benefit as referenced In O.C.G.A. Section §50-36-1, the undersigned applicant verifies one of the following :

\_\_\_\_\_ I am a United States citizen or legal permanent resident 18 years of age or older

\_\_\_\_\_ I am a legal permanent resident of the United States

\_\_\_\_\_ I am a qualified alien or nonimmigrant under the federal immigration and nationality act with an alien number issued by the department of homeland security or other federal immigrations agency. My alien number issued by the department of homeland security or other federal immigration agency is:

\_\_\_\_\_. The undersigned also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. §50-36-1(E)(2). The secure and verifiable document provided with this affidavit can best be classified as:

\_\_\_\_\_.

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**E-VERIFY PRIVATE EMPLOYER AFFIDAVIT O.C.G.A. §36-60-6(d)**

Effective July 1, 2013 all private employers who employ more than 10 employees must register with and utilize the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. §36-60-6(a)

By Executing This Affidavit Under Oath, As An Applicant For A City Of Blakely, Georgia Occupational Tax Certificate, Alcohol License, or other business license as referenced In O.C.G.A. Section §36-60-6(d) the undersigned applicant representing the private employer known as \_\_\_\_\_ [enter business name] verifies one of the following with respect to my application for the above mentioned document:

\_\_\_\_\_ On January 1<sup>st</sup> of the below signed year the individual, firm, or corporation employed more than ten employees. My Federal Work Authorization User Identification Number is \_\_\_\_\_ . The date of authorization is \_\_\_\_\_.

\_\_\_\_\_ On January 1<sup>st</sup> of the below signed year the individual, firm, or corporation employed ten or fewer employees.

Total number of employees [working in the City of Blakely]: \_\_\_\_\_

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In Making The Above Representation Under Oath, I Understand That Any Person Who Knowingly And Willfully Makes A False, Fictitious, Or Fraudulent Statement Or Representation In An Affidavit Shall Be Guilty Of A Violation Of Code Section §16-10-20 And Face Criminal Penalties As Allowed By Such Criminal Statute.

\_\_\_\_\_  
**Signature of applicant**

\_\_\_\_\_  
**Date**

Subscribed And Sworn Before Me This \_\_\_\_\_ Day Of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_

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\*Note: O.C.G.A. 50-36-1 (e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 USC, as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number.

Effective January 1, 2012 state law also requires that applicants show proof of citizenship with some type of approved documentation. A list of acceptable documents follows.

## **SECURE AND VERIFIABLE DOCUMENTS**

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- A United States passport or passport card
- A United States military identification card
- A driver's license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer
- An identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer
- A tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at:  
<http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm>
- A United States Permanent Resident Card or Alien Registration Receipt Card
- An Employment Authorization Document that contains a photograph of the bearer
- A passport issued by a foreign government
- A Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard
- A Free and Secure Trade (FAST) card
- A NEXUS card
- A Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card
- A driver's license issued by a Canadian government
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561)
- A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570)
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular public benefit. [O.C.G.A. § 50-36-2(c)]

## Alcohol License Application Instruction Sheet

Your application packet should include the following:

- Instruction Sheet
- Occupational Tax Application
- Alcohol License Application
- SAVE & E Verify Affidavit
- Copy Of A Secure And Verifiable Document
- Alcoholic Beverage Public Notice
- Criminal Background Consent Form

There are two applications that should be completed in full, signed and notarized. These forms should be returned to City Hall. The reason for the two applications is that most businesses that have alcohol are also engaged in another type of business such as a restaurant or convenience store. The alcohol license is in addition to the general occupation tax certificate. The general certificate is considered separately from the alcohol tax and therefore could be approved even if the alcohol application is denied. Please Note: Completed applications must be returned a minimum of 2 weeks prior to a City Council meeting to be considered at the next regular meeting. Applications returned less than two weeks prior to a meeting may be held over until the next regularly scheduled meeting in order to allow ample time for the required background check.

The SAVE and E Verify affidavit should be completed in full and returned to City Hall with the applications.

The public notice should be completed and taken to the Early County News. The paper does charge a fee to run these notices and payment will be expected when you take the form to them. The Georgia State Code setting the time requirements for the notice to be run are quoted on that form.

The criminal background consent form should be completed in full and notarized. This form should be returned with the application and a check made payable to the Blakely Early County Department of Public Safety. A \$40.00 fee is charged for this service and payment must be made when the form is returned to them.

If you did not receive any of the forms listed above in your application packet please request them immediately. An application cannot be considered by the council without complete documentation.

Once you receive your City of Blakely Alcohol certificate you must apply for a State of Georgia certificate. When you receive your State permit we request that you provide a copy of that certificate to the City of Blakely for your file. The state license and the state sales tax registration are both available from the Georgia Department of Revenue. Their phone number is 1.877.423.6711 or forms can be downloaded from their website at <https://etax.dor.ga.gov>.