



## PARTNERSHIP LIQUOR LICENSE RENEWAL

License applied for:

Class A	Class B	Class C	Class D	Class E
Class F	Class I	Class J	Class K	Class L

\_\_\_\_\_Renewal

### PART I: GENERAL INFORMATION

Name of Business: \_\_\_\_\_

Description of Operation for the Business: \_\_\_\_\_

Days and Hours of Operation: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Partnership: \_\_\_\_\_

Other Locations: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Registered Agent: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Has the Partnership had a previous license by any state, other municipality, or by the federal government revoked. If yes, please list reason: \_\_\_\_\_

Has the Partnership or the registered agent ever been convicted of any violations of any law pertaining to alcoholic liquor in relation to a dram shop establishment? If yes, please explain: \_\_\_\_\_

Has the Partnership or the registered agent ever been convicted of a felony?  
If yes, please explain: \_\_\_\_\_

Has the Partnership or the registered agent ever been convicted of a gambling offense?  
If yes, please explain. \_\_\_\_\_

Will you allow gambling devices or gambling on the premises except proper registered gaming terminals or devices pursuant to the Illinois Video Gaming Act? Yes \_\_\_\_\_ No \_\_\_\_\_



Will you, as applicant, and all of the business employees refuse to serve or sell alcoholic liquor to an intoxicated person or a minor? Yes \_\_\_\_\_ No \_\_\_\_\_

If a lease or rental agreement exists on the property at which the business is to be conducted and for which this license is sought, has a current copy of this lease or rental agreement been previously submitted and already on file? Yes \_\_\_\_\_ No \_\_\_\_\_ If no, must be submitted at time of renewal.

Is the location of applicants business for which license is sought within two hundred (200) feet of any church, school, hospital, home for the aged or indigent person or veterans their wives or children, or any naval military station or post? If yes, explain exemption that allows this license to be issued. \_\_\_\_\_

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Does the business plan to conduct any outside / on-premise events throughout the year?  
No \_\_\_\_\_ Yes \_\_\_\_\_ Complete and submit outside event sheets.

Does the business plan to conduct any outside / off-premise events throughout the year, including catering events?  
No \_\_\_\_\_ Yes \_\_\_\_\_ Complete and submit outside event sheets.

*Holders of Class "D" Liquor Licenses Only* – if you plan to conduct liquor sampling/tasting events in the upcoming fiscal year, a schedule of all such sampling events must be attached to this application.

## **PART II: REPRESENTATIONS AND ACKNOWLEDGEMENTS**

This application shall be incomplete unless it is accompanied by all required submissions listed on the final page.

I hereby certify and affirm, under oath and penalty of perjury, as follows:

1. All statements in the application are true, correct and complete.
2. I comply and the business complies with Chapter 110 of the Village of Huntley Code of Ordinances Alcoholic Beverages, Video Gaming and Electronic Sweepstakes Machines.
3. I expressly authorize the Village and its officers, officials, employees, agents and/or representatives to conduct inspections of the business premises, and I agree to hold the Village and its officers, officials, employees, agents and/or representatives harmless from any and all claims and liability of any type, nature or description in any way related to said inspections.
4. I will notify the Village in writing within 10 days of any change in the information or documents provided in or submitted with this application.
5. The conduct of the place of business described herein will not violate the provisions of this application, the ordinances of the Village of Huntley, the laws of the State of Illinois or the laws of the United States of America.
6. Insurance certificates, state licenses, articles of incorporation or any other pertinent documents must be provided to the Village Clerk throughout the year as updated or renewed.

If any information in this application is untrue, incorrect or incomplete, I understand that, in addition to pursuing any penalties provided by law, the Village may reject this application or, if a license has already been granted, revoke said license.

**AFFIDAVIT**



COUNTY OF MCHENRY            )  
COUNTY OF KANE            ) ss.  
STATE OF ILLINOIS            )

I (or we) swear that I (or we) will not violate any of the laws of the Village of Huntley, State of Illinois or of the United States of America in the conduct of the place of business described herein and that the statements contained in this application are true and correct to the best of my (our) knowledge and belief.

**The Applicant(s) understands that in the event there is a change of ownership in a licensed business, or change of managers, or partners in a partnership, or shareholders in a corporation who own more than 5 percent (5%) of the stock of a corporation, or members in a limited liability company notification must be provided to the Village of Huntley.**

The Applicant(s) understand that any and all licenses issued pursuant to Chapter 110 of the Municipal Code shall be subject to any and all changes or amendments which may be hereafter made, and any and all rules adopted by the Liquor Commission. Any and all licenses shall be subject to any restrictions or conditions deemed desirable to the Liquor Commission.

The Applicant notes by signing below that they have been provided a copy of Chapter 110 of the Village of Huntley Code of Ordinances Alcoholic Beverages, Video Gaming & Electronic Sweepstakes Machines.

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

Applicant Signature: \_\_\_\_\_

Applicant Printed Name: \_\_\_\_\_

Notary: Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

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

(seal)



## REQUIRED SUBMISSIONS

1. Completed Application
2. Huntley Economic Interest Disclosure Form
3. Payment
4. Proof that the applicant, license holder and all individuals employed by the applicant or license holder to sell, serve or otherwise dispense any alcoholic liquor have successfully completed the B.A.S.S.E.T. program or some other comparable program approved by the Liquor Commission of the Village. The failure of a license holder to certify all individuals employed by it to sell, serve or dispense alcoholic liquor shall be considered a violation hereof and shall subject the license holder to any penalty set forth in Chapter 110 including, but not limited to, the suspension of said license.
5. Requests for on-site and/or off-site outside events for following year. **Dates for events may be approximate but must be requested at time of renewal. Even if you are not sure of all the specifics for the event and do not have all the required documents, please include the event request in the renewal packet. The documents may be submitted prior to the event.**



**ON PREMISE - OUTSIDE EVENT**

*Please use a separate sheet for each event.*

***Examples include – outside horseshoes, on-site car shows, etc.***

- a) Event Title / Theme: \_\_\_\_\_
- b) Event Date / Time: \_\_\_\_\_
- c) Event Location
  - Include a detailed map layout of the area and how it will be set up.
- d) Event details including the following:
  - Type of liquor provided: \_\_\_\_\_
  - Type of food provided: \_\_\_\_\_
  - Type of entertainment provided: \_\_\_\_\_



## **OFF PREMISE - OUTSIDE EVENT**

*Please use a separate sheet for each event.*

***Examples include - major events such festivals, music events, off-site catered events, etc that will infringe upon property not-owned by applicant***

Event Title/Theme: \_\_\_\_\_

Location:

- Must include a detailed map layout of the area and how the event will be set up.
- For catered events, a letter of authorization from the off-site property owners must be included

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

Hours: \_\_\_\_\_

Details

- Type of liquor provided: \_\_\_\_\_
- Type of food provided: \_\_\_\_\_
- Type of entertainment provided: \_\_\_\_\_

**Dates for events may be approximate but must be requested at time of renewal. Even if you are not sure of all the specifics for the event and do not have all the required documents, please include the event request in the renewal packet. The documents may be submitted prior to the actual event date.**

### **Requirements to conduct an Off-Premise Outside Event:**

1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.
2. All conditions of approval regarding the serving and/or selling of alcohol must be met.
3. Letter of authorization for the event to be held on off-premise property owners.
4. The petitioner agrees to meet with Village Staff no later than 30 days prior to the event to present final security, parking and any other pertinent logistical information for the safe and orderly operation of the event.
5. The petitioner shall provide the Village with a valid Certificate of Insurance naming the Village as an additional insured.
6. The petitioner agrees to enter into an agreement to indemnify and hold the Village harmless from and against any and all claims arising from the event.
7. Notification to all adjacent property owners.
8. Any music or noise generated during the event will comply with the Village's Noise Ordinance.
9. The site shall be kept free of trash throughout the event.