

ALCOHOL RENEWAL APPLICATION

I. Business Name & Contact Information	Alcohol Renewal Applications are Due By December 15th each renewal year. All alcohol license fees must be paid in full no later than December 15th To avoid penalties, interest and fines. TYPE OR PRINT CLEARLY IN BLACK OR BLUE INK. IF PRE-POPULATED CONFIRM ALL INFORMATION IS CORRECT.
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Business/Corporation Name:	
Doing Business As Name:	
Business Location Address:	
Suite/Unit/Apt:	City/State/Zip Code: RIVERDALE, GA 30274
Business Locations: Phone:	Other:
E-mail Address:	
Business Mailing Address:	
Suite/Unit/Apt:	City/State/Zip Code:
Business Contact Name:	Phone:

II. Business Registered Agent Information

Name:		
Mailing Address:		
Suite/Unit/Apt:	City/State/Zip Code:	
Phone:	Cell:	Email:

IV. Additional Questions: In the space provided Answer questions below with: YES or NO

1	Have there been any changes to the name, residence of each person, firm or corporation having ownership or interest of 20% or more in this business since last year renewal?	1	
2	Have there been any changes to the amounts of such interest since the last renewal year?	2	
3	Any changes in ownership of the building and/or land changed since the last renewal year?	3	
4	Has the Registered Agent changed since the last renewal?	4	

V. Employee List : List Employee Name and Job Title Below (If needed add additional pages)

EMPLOYEE NAME	JOB TITLE

III. Type of Alcohol License (check all that apply)

Packaged
 Consumption
 All Beverages \$7500
 Malt Beverage & Wine \$5000
 Malt Beverage \$2500
 Wine \$2500

Total Due: _____
 Issued By: _____
 Issue Date: _____

VI. Verification

Application Verification

STATE OF GEORGIA, CLAYTON COUNTY
CITY OF RIVERDALE

I, _____ do solemnly swear or affirm, subject to the penalties of false swearing, that the statement and answers on these pages made by me, as the applicant, in the foregoing Alcohol and Liquor application are true and correct.

No person shall knowingly or intentionally misrepresent to any employee of the City any material fact in procuring a license, permit, duplicate license. Any person violating the governing of an alcohol license is subject to misdemeanor charges.

I hereby certify under penalty of perjury that the information provided herein is to the best of my knowledge and belief, a true and complete statement.

X _____
Applicant's Signature (Full Name)

I hereby certify that _____ (the above named applicant) signed his or her name to the foregoing application, stating to me that he or she knew and understood all statements and answers made therein, and under oath actually administered by me, has sworn or affirmed, that said statements and answers are true and correct.

This _____ Day of _____ 20 _____

Notary Public

Notary Commission Expiration Date: _____

Additional Information

- **Alcohol Licenses are non-transferable: When selling your business, the business owner should notify The City of Riverdale Business Services Department.**
- **Any new owner should apply for a separate new alcohol license.**
- **The Business Services Department should be notified regarding any changes in business agents, activity, name or location.**
- **If your business ceases operating and/or closes, it is the responsibility of the business owner to notify the Business Services Department .**
- **Employee Alcohol Permit: It is the responsibility of the business owner/manager to inform their employees of the requirement to secure an alcohol permit prior to selling or handling any alcohol in The City of Riverdale. (failure in properly notify your employees will result in the issuance of summons to the owner and employee).**
- **Employee Alcohol Permits are issued by the Riverdale Police Department and MUST be renewed each year before they expire. Any questions about the alcohol permit contact the Riverdale Police Department Records Division at (770) 909-5403 or (770) 909-5404.**
- **If you obtain an alcohol license anytime during the year it will still expire on December 31st.**

• **All Alcohol License Renewals for the up-coming year must be complete no later than December 15th of the current year.**

If any assistance is needed contact Business Services at (770) 909-5482.