

CITY OF BENBROOK
Memorandum

FROM: Joanna King, City Secretary
DATE: November 10, 2005
SUBJECT: Permits for Alcoholic Beverage Sales

Forms to be Submitted

Any person applying for a permit or license issued by authority of the Texas Alcoholic Beverage Code or a renewal of such permit or license or to change the location of the place of business designated in such permit or license, shall deliver to the city secretary, for filing:

1. one copy of the appropriate forms prescribed by the Texas Alcoholic Beverage Commission
2. scale drawings showing the proposed location of applicant's business in relation to streets, property lines, the nearest church, public or private school or public hospital
3. statement of applicant's name, current address, addresses for the previous ten years, age, all other city permits or licenses held, and the names and addresses of all persons with an interest in such business.

The applicant shall give permission for his fingerprints, photo, height, weight, and other description to be obtained by the police department.

On completion, the police department shall forward such application and information together with the investigative findings to the city secretary's office.

Investigation of Applicant

The city secretary shall deliver such information to the police department, which shall cause an investigation to be made to the applicant's reputation as well as those of his business associates and also as to the applicant's criminal record, if any.

**CITY OF BENBROOK
ALCOHOLIC BEVERAGE PERMIT APPLICATION**

Name of Applicant: _____ Date: _____

Address: _____

Street City State Zip

Contact Phone Number: _____ Date of Birth _____

Name and Type of Business: _____

Address of Business: _____

Legal Description: Lot ____ Block ____ Subdivision _____

Applying for:

____ BQ Beer Retailer's Off-Premise Permit

____ RM Mixed; Beverage Restaurant Permit with Food & Beverage Certificate

____ Wholesaler Permit

____ Original/New

____ Annual Renewal

This application is to be filed with the City of Benbrook City Secretary, City of Benbrook Municipal Complex, 911 Winscott Road, Benbrook, Texas 76126. The application must be submitted along with the following:

1. A copy of the TABC permit issued and fees paid to the State.
2. A scale drawing showing the location of applicant's business in relation to streets, property lines, the nearest church, public or private school or public hospital.
3. Applicants address for the previous ten years.
4. List of other city permits or licenses held.
5. The names and address of all persons with an interest in such business.

I, _____ (applicant) do hereby certified that all information contained in this permit application is true and correct.

Signature of Person Making Application

Approved

Disapproved

Community Development

Police Chief

City Secretary

Amount paid to the State: _____ City Permit Fee _____ (1/2 State fee)

Date Permit Issued: _____ Permit No: _____