



LICENSE APPLICATION
for
OPERATOR'S
(BARTENDER'S) LICENSE

FEES ARE NON-REFUNDABLE Date Rec'd: _____

Operator License NEW RENEWAL Expires: _____

Provisional License (Valid for 60 days) Expires: _____

* ONLY available at time of original application

Temporary License (Expires with event) Expires: _____

Original Application Renewal License # _____

I am submitting this application to the municipality of The Town of Clayton, Winnebago County, Wisconsin, for a License to Serve Fermented Malt Beverages and Intoxicating Liquors from the date a License is granted through June 30, 20__ (unless sooner revoked), subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory and supplementary to these statutes. I agree to comply with all laws, resolutions, ordinances, and regulations, Federal, State, or Local, affecting the sale of such beverages and liquors if a license is granted to me.

Answer all questions completely. Please print.

SECTION 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI)		Maiden	
Street Address	City	State	Zip
Driver's License Number		State License Issued In:	
Date of Birth	Sex	Home Phone Number	Cell Phone Number

Name and Address of Establishment where you will be selling alcohol

SECTION 2 - CONVICTION RECORD

Have you EVER had an Operator's (Bartender's) License? YES NO
If YES, where? _____

Have you EVER been convicted of a felony, misdemeanor, or ANY law of WI or of the U.S.A.? YES NO
If YES, provide date, location, and explanation of violation (Please be specific)

Have you EVER been convicted of any alcohol law violation? YES NO
If YES, provide date, location, and explanation of violation (Please be specific)

SECTION 3 - PENALTY NOTICE

I understand and agree that a civil and criminal background check will be performed prior to license issuance and that the Town of Clayton Board must review and approve the application. I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Applicant Signature: _____ *Date:* _____

FOR OFFICE USE ONLY Town Clerk Recommendation: Approve Deny

_____ *Date of Town Board decision* GRANTED DENIED POSTPONED TO: _____

_____ *Date mailed initial decision letter:* _____ *Appeal Scheduled:* _____

_____ *Date mailed appeal decision letter:* _____

Revised 5/26/2011 License # Issued: _____

Town of Clayton
OPERATOR (BARTENDER) LICENSE INFORMATION

To apply for an Operator's License, one of the following must be provided along with your completed, signed application form:

- 1 Proof of Registration for the Responsible Beverage Service Course
- 2 Certificate of Completion from the Responsible Beverage Service Course (must be dated within the past 2 years).
- 3 A current operator's license from another municipality in the State of Wisconsin.

The application must be completed by answering all the questions.

All arrest & convictions must be listed on the application. It is your obligation to provide an accurate list. Omissions may result in denial of your application.

If an Operator's License is needed immediately, a Provisional License may be applied for. Only one Provisional License per person per year will be issued. Provisional licenses are valid for 60 days.

NOTE: A Provisional License will only be issued if an application for a Regular Operator (Bartender) License is completed (fees paid) and provisional license fees are paid.

License fees are non-refundable and are to be paid at the time of filing the application form.

\$ 60.00 Operator License (New and Renewal)

\$ 15.00 Provisional Operator License (Valid for 60 days) (1 license per person per year)

PARAMETERS FOR DENIAL OF AN OPERATOR'S (BARTENDER'S) LICENSE

Giving false or incomplete information, or misinformation, on the Application.

An arrest or conviction of underage selling during the past 5 years.

An arrest or conviction of underage person on premise during the past 5 years.

Conviction of any substance abuse during the past 5 years.

Conviction of driving under the influence of any alcohol or controlled substance during the past 5 years.

Conviction of allowing another person to use operator's license during the past 5 years.

Conviction of selling to an intoxicated person during the past 5 years.

Conviction of selling after hours in the past 5 years.

Conviction of selling without a license in the past 5 years.

Conviction of any part of Chapter 125 State Statutes, not listed above, relating to alcohol beverages during the past 5 years.

An arrest or conviction of charges related to the activities performed while bartending within the past 5 years.

Any habitual law offender or felon where the circumstances of the charges substantially relate to the licensing activity.

Convictions of illegal gambling during the past 5 years.

A civil and criminal background check will be completed on you that will search multiple sources.

If a certificate of completion is to be provided, it must be brought to the Clerk's office BEFORE your license will be issued.

Any applicant denied a license may appeal the decision by filing a notice of appeal with the Town Clerk within 14 days after written notice of denial is mailed to the applicant. The date of the next Town Board meeting, for which an appeal will be heard, will be included in the mailing. You cannot re-apply for an Operator's License in the Town of Clayton until one year after the denial.

License expires June 30th of expiration year. Renewal application must be submitted by June 1st.

It is strongly advised that you attend the Town Board meeting at which your application will be heard so you may answer any questions the Town Board may have of you.

By signing this document, I acknowledge that I read and understand the information regarding the Town of Clayton Operator (Bartender) License Information and the Parameters for Denial of an Operator's License.

Signed: _____

Date: _____