



City of Goodlettsville
105 S. Main Street
Goodlettsville, TN 37072
Telephone: 615.851.2200
Fax: 615.851.2212

Dear Applicant:

The City of Goodlettsville Beer Board has certain requirements, which must be met before an application can be considered for a permit.

Enclosed you will find the following:

- a) Application for City of Goodlettsville Beer Permit (must be filled out entirely and notarized).
- b) Corporate Authorized Representative Designation.
- c) Authorization for Criminal History Inquiry (must be filled out for **each person** having at least 5% ownership interest in the business). A copy of each person(s) driver's license must be submitted with this form.
- d) Complete copy of the City of Goodlettsville's Beer Ordinance for your review.

When you submit the above-completed forms, the following information must be attached:

- a) A copy of your recorded deed or executed lease agreement.
- b) A copy of your sales tax certificate from the State of Tennessee. If you have not received the certificate, it may be submitted within ten (10) days of the Beer Board meeting.
- c) A copy of your city and county business licenses.
- d) A copy of your seating chart for verification by the code enforcement office (if applying for an on premise restaurant permit).

Applications are due three (3) weeks prior to the meeting date to be considered at the following month's Beer Board. A \$500.00 (non-refundable) filing fee must accompany all applications. The City of Goodlettsville Beer Board normally meets on the second Wednesday of the month at 9:00 a.m. in Massie Chambers, located at 105 S. Main Street, Goodlettsville, Tennessee. It is requested that each application have a representative present at the meeting. The pro-rated annual privilege tax will be due upon beer permit approval. You will need to bring a check for your annual privilege tax along with any previous permits that may need to be submitted at that time.

You will be informed of the exact meeting date and time.

Please direct any questions you may have to Goodlettsville's City Clerk, at (615) 851-2209 or via email at rhoover@goodlettsville.gov any time prior to the scheduled meeting.

Sincerely,
City of Goodlettsville Beer Board



Application for City of Goodlettsville Beer Permit

I HEREBY MAKE APPLICATION FOR A PERMIT TO SELL, STORE, MANUFACTURE, OR DISTRIBUTE BEER, OR OTHER BEVERAGES AUTHORIZED TO BE SOLD, STORED, MANUFACTURED, OR DISTRIBUTED UNDER THE PROVISIONS OF TENNESSEE CODE ANNOTATED 44 57-5-101 ET. SEQ. AND BASE MY APPLICATION UPON THE ANSWERS TO THE FOLLOWING QUESTIONS:

- 1) Name of Owner, Corporation/LLC/LP, etc. _____
_____ Person _____ Firm _____ Corporation _____ Joint Stock Co. _____ Syndicate _____ Association
- 2) List **ALL** persons, firms, corporations, joint-stock companies, syndicates, or associations having at least five (5%) percent ownership interest in the business, and include percentage of ownership for each owner (attach additional sheet, if needed).

- 3) What is your present physical address? _____
- 4) Previous address(es) (within the last 10 years) _____
- 5) Date of Birth ____ / ____ / ____ Home Phone (____) _____ Business Phone (____) _____
- 6) Under what name will the business operate? _____
- 7) Business address _____
- 8) Phone number (____) _____ Fax number (____) _____
- 9) Contact name _____ Email _____
- 10) Specify the identity, address and phone number of the person to receive the annual privilege tax notices and any other communication from the City. _____

- 11) Give name and address of property owner, if other than business owner. _____

- 12) Give name, address and date of birth of all manager(s) other than applicant (attach additional sheet, if needed).

- 13) Has any person having at least five (5%) percent ownership interest, any of the managers listed in question 12, or any other employee of the business, been convicted of any violation of the beer or alcohol beverage laws or any crime (other than minor traffic violations) within the last ten (10) years?
_____ Yes _____ No If so, give particulars of each charge, court, and date convicted. _____

- 14) Has the owner or the owner's organization had a beer permit revoked, suspended, or denied in the State of Tennessee? _____ Yes _____ No If so, specify where, when, and why. _____

15) Give the name, address and relationship to applicant (if applicable) of the former beer permittee at this location.

I hereby certify that I have received a copy of the Goodlettsville Municipal Code Chapter 2 and that I have read the entire chapter and will oblige to all the regulations listed in the Goodlettsville Municipal Code Chapter 2.

I am knowledgeable of the laws prohibiting the sale of beer to minors. I hereby certify that no person having at least five (5%) percent ownership interest nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past ten (10) years.

By affixing its signature to this application, the applicant hereby authorizes the City of Goodlettsville to receive from each and every wholesale supplier to the permittee, the dollar value and amounts of beer sold by the wholesaler or distributor to the permittee, at such time or times as the City may request such information. This authorization shall be in full force and effect during the entire term of the permit.

I understand all property taxes, license fees and other charges owed by the permittee, or by the owners of the permittee, to the City of Goodlettsville or Davidson or Sumner County, Tennessee must be kept current throughout the term of the license. Failure to comply will result in the revocation of your beer license. This requirement shall not apply to the owners of a permittee that is a publicly held company.

Printed Name of Applicant/Owner (Or Authorized Corporate Officer)

Signature of Applicant/Owner (Or Authorized Corporate Officer)

Sworn to and subscribed before me this _____ day of _____, 20____.

Notary Public

My Commission Expires ___ / ___ / ___

Notice: A non-refundable \$500.00 fee for each type of permit requested must accompany this application. If the application is approved, you are required to provide documentation of sales tax registration to the City within ten (10) days of approval. Any applicant making false statements in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten (10) years.

A privilege tax of \$100.00 for each type of permit is imposed on the business of selling, distributing, storing, or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1st shall pay a pro rate portion of this annual tax when the permit is issued.

Please check the appropriate boxes for each permit desired. Permits may be stacked on top of each other to provide all beer related sales you are interested in providing. You may request all required permits on a single application. It is the applicant's responsibility to be aware of all requirements for the permits they are holding. A copy of the ordinance is provided with the application. A few specific requirements are spelled out below and **must be initialed as assurance the applicant is aware of all conditions that are required under the ordinance.**

On Premises

<input type="checkbox"/> Restaurant	Minimum of 80 seats Minimum 50% food sales Special requirements for service outdoors	____ of Seats _____(initial)
<input type="checkbox"/> Hotel/Motel	Locked in-room units On site convenience type store Only guests may be served ID must be checked	_____(initial)
<input type="checkbox"/> Craft Beer Enterprise	Only serve Craft Beer Minimum of 80 seats Minimum 34% food sales Special requirements for service outdoors	_____(initial)
<input type="checkbox"/> Caterer	State licensed Caterer Food must be present at the event	State License # _____ _____(initial)
<input type="checkbox"/> Special Venue	A location that does not meet any other criteria but is permitted under TN Statutes. Please contact City staff regarding the special venue approval process	_____(initial)
<input type="checkbox"/> Golf Course	Within the building and areas contiguous to the exterior of the building and/or course Beer may be sold from various locations	_____(initial)

Off Premises

<input type="checkbox"/> Packaged Retail Sales	Monthly sales shall not exceed 25% of the gross sales of an establishment	_____(initial)
<input type="checkbox"/> Growler	Growlers have specific labeling provisions Growlers must be sealed at the time of sale No consumption of the growler contents is permitted onsite	_____(initial)

Manufacturing

<input type="checkbox"/> Manufacturing	Local brewing requires a manufacturing permit Documentation on the number of barrels produced is required annually	_____(initial)
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FOR OFFICE USE ONLY

____ # of permits	@ \$500.00 per permit	Total Paid: _____
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CORPORATE AUTHORIZED REPRESENTATIVE DESIGNATION

Comes, _____, who at the time of executing this document, states he/she is the
(Name of Individual)

duly elected _____, of _____ and that in my
(President, Vice-President, Secretary) (Name of Corporation)

capacity as _____, of _____, I am duly
(President, Vice-President, Secretary) (Name of Corporation)

authorized to represent unto the Goodlettsville Beer Board that _____, is an
(Name of Individual)

employee of _____ and that he/she or their successor has and is by the within
(Name of Corporation)

named corporation its authorized representative to act on its behalf and to perform all acts and things in law needed and necessary to apply for a beer license from the City of Goodlettsville and that any act done by him/her or their successor in connection with the application for the sale of beer or any act or conduct by him/her or their successor shall be deemed to be an act on the behalf of the within named corporation including any act in violation of City of Goodlettsville Ordinance No. 15-847.

The conduct of the corporation's employees in connection with the sale and storage of beer within the City of Goodlettsville shall be the act of the corporation.

Executed this ____ day of _____, 20__.

(Name of Corporation)

By: _____
(Officer)

(Printed Name)

Attest: _____
(Officer)

(Printed Name)

AUTHORIZATION FOR CRIMINAL HISTORY INQUIRY

I, the undersigned applicant, or duly authorized signatory for applicant, for a permit authorizing the sale of beer within the City of Goodlettsville, Tennessee, do hereby authorize the City of Goodlettsville, by and through its agents and representatives and employees, to make inquiry, whether verbal, written, or by electronic/computer, of any and all law enforcement agencies or clerks of courts, whether state, federal or local, concerning my criminal history of any convictions that I have had for any misdemeanor or felony involving other than minor traffic violations within the last ten (10) years from date below.

I, the undersigned, further authorize any and all law enforcement agencies or clerks of courts, whether state, federal, or local, or any state, federal, local, or national entity storing and providing criminal history data, to release the aforesaid information to the City of Goodlettsville.

Date

Printed Name

Date of Birth

Driver's License # and State

Social Security Number

Signature

Witness Printed

Address Printed

Signature

Note: This form must be filled out for the person signing the beer application and each person having at least 5% ownership interest in the business. Please submit a copy of each person(s) driver's license along with this form.