

# Operator's License Application

This application must be filled out completely and honestly. False answers or omissions may result in the denial of your application.

## Section 1. LICENSE INFORMATION

<p><b>LICENSE YEAR</b> _____</p> <p><input type="checkbox"/> New</p> <p><input type="checkbox"/> Renewal</p> <p><input type="checkbox"/> Provisional for (dates) _____</p> <p><input type="checkbox"/> Temporary for (dates) _____</p>	<p>Have you completed the Responsible Beverage Server Training Course within the last two years OR are you renewing a valid license? ___ Yes ___ No</p> <p>If yes to completing the course within two years, please provide the completion certificate.</p> <p>Do you hold a current Operator License from another Wisconsin Municipality? ___ Yes ___ No If yes, please provide a copy.</p>
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## Section 2. APPLICANT INFORMATION

Name: (First, Middle, Last)			Phone Number	
Current Address		City		State
Zip Code		Email Address		
Driver's License Number		State of Issuance		
SS# (last 4 digits only)	Date of Birth	Place of Birth	Race	Sex ___ Male ___ Female
Name and Address of Employer where license will be used (if not currently employed, mark "N/A")				
Have you ever used any other name(s) or alias(es)? ___ Yes ___ No		Prior name(s) or Alias(es) (First, Middle, Last)		

## Section 3. ARREST AND CONVICTION RECORD INFORMATION

This application asks questions regarding past convictions under federal, state, and/or local laws, either as an adult or juvenile. THESE QUESTIONS MUST BE ANSWERED TRUTHFULLY, SO PLEASE READ CAREFULLY. The Village does background checks on all applicants. If you do not give accurate information, it may result in the denial of the application.

Criminal Record Information	
Since your 17 <sup>th</sup> birthday, have you ever been convicted of a felony or misdemeanor (include criminal traffic offenses)? ___ Yes ___ No	
As a juvenile, have you ever been waived into adult court and convicted of a felony or misdemeanor? ___ Yes ___ No	
If you answered "yes" to either question above, please complete all of the information below: (attach additional sheets of paper if needed)	
1. Date of Conviction _____ Location (City/County/State) _____ Felony or Misdemeanor _____	Description of Criminal Offense _____
2. Date of Conviction _____ Location (City/County/State) _____ Felony or Misdemeanor _____	Description of Criminal Offense _____
3. Date of Conviction _____ Location (City/County/State) _____ Felony or Misdemeanor _____	Description of Criminal Offense _____

At the time of the incident listed above, were you under the influence of alcohol and/or other drugs? \_\_\_Yes \_\_\_No

For any incident listed above, did the incident occur in or around an establishment that serves alcohol? \_\_\_Yes \_\_\_No

If so, which numbered incident above? \_\_\_\_\_

**Pending Charges(s) Information**

Are there any charges (criminal or ordinance violations) pending against you? \_\_\_Yes \_\_\_No

If you answered yes, please complete all information below: (attach additional sheets of paper if needed)

<u>Date of Violation</u>	<u>Locations (City/County/State)</u>	<u>Description of Violation</u>	<u>Next Court Date</u>
1			
2			
3			

At the time of the incident listed above, were you under the influence of alcohol and/or other drugs? \_\_\_Yes \_\_\_No

For any incident listed above, did the incident occur in or around an establishment that serves alcohol? \_\_\_Yes \_\_\_No If so, which numbered incident above? \_\_\_\_\_

**Section 4. PARAMETERS FOR REVIEW OF AN OPERATOR’S (BARTENDER’S) LICENSE**

The Village will review the applicant’s record for the most recent 5-year period unless a pattern of conduct exists. In particular, convictions of the following offenses will be reviewed. Also, if an applicant has 1 felony conviction, the application will be denied.

- Giving false or incomplete information, misinformation or failure to disclose information on this Application
- An arrest or conviction of selling/procuring/giving away alcohol to an underage person
- An arrest or conviction of permitting an underage person on premises
- Conviction of any substance abuse and/or drug offense
- Conviction of operating/driving under the influence of any alcohol or controlled substance
- Conviction of allowing a person to use your bartender’s license
- Conviction of selling alcohol to an intoxicated person
- Conviction of selling after closing hours
- Conviction of selling without an alcohol license
- An arrest or conviction of a charge related to activities to activities performed while bartending

**Section 5. CERTIFICATION**

By signing this application, I hereby swear that the information provided in this application is true and correct to the best of my knowledge and belief. I certify that I am familiar with the laws, ordinances, and regulations pertaining to the sale of alcoholic beverages and I agree to obey all provisions of the law. By giving my signature, I am hereby authorizing the Village to conduct a background check and I am releasing the Village and its elected officials, officers, and employees from any and all liability for damages of any kind, which may at any time result to me. **I further understand that if my application is denied, the fees that I paid are nonrefundable.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**OFFICE USE ONLY**

**Date Application Received** \_\_\_\_\_ **Fee Received \$15** \_\_\_\_\_ **License #** \_\_\_\_\_

**Police Chief: Approve** \_\_\_\_\_ **Deny** \_\_\_\_\_ **Date** \_\_\_\_\_

**Village Board: Approve** \_\_\_\_\_ **Deny** \_\_\_\_\_ **Date** \_\_\_\_\_