



TEMPORARY/CATERER'S LIQUOR LICENSE APPLICATION

BUSINESS INFORMATION

Indiv Partnership Corp LLC _____
Name of Business/Legal Entity D/B/A

Business Physical Address _____ **City** _____ **County** _____ **State** _____ **Zip** _____

Business Mailing Address _____ **City** _____ **County** _____ **State** _____ **Zip** _____

Owner/Managing Agent _____ **Phone Number** _____ **Email Address** _____

Contact Name/Position _____ **Phone Number** _____ **Email Address** _____

EVENT INFORMATION

Event Name _____ **Event Date** _____ **Event Hours Starting Time | Ending Time** _____

Location of Event _____ **(Street Address)** _____ **Location of Liquor on Premises** _____

Property Owner _____ **Phone Number** _____ **Email Address** _____

Event Contact Name/Position _____ **Phone Number** _____ **Email Address** _____

ADDITIONAL DOCUMENTS REQUIRED/PLEASE ATTACH

- Detailed diagram of area where alcohol will be sold/consumed. Include accurate dimensions, how the defined area will be enclosed roping/fencing is required, event parking and traffic circulation, if applicable**
- Security plan at entrances/exits**
- Copy of written authorization from the property owner allowing the sale and consumption of alcoholic beverages or a contract between the caterer and the event sponsor**
- Premises are _____ feet from nearest school, church or other building used for religious worship**
- Copy of current State and County liquor licenses**
- Copy of applicant's driver's license**
- A caterers permit from MO Division of Alcohol and Tobacco Control must also be obtained.**

ACKNOWLEDGEMENT

By signing below, you certify that the information given in this application is true to the best of your knowledge and belief and that the license is non-transferable. All provisions of the liquor control laws, rules and regulations and city ordinances shall extend to such premises and shall be enforced.

Signature of Applicant	Printed Name	Title	Date
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Return this application and all required documents including payment to: City of Oak Grove
City Clerk
2110 S Broadway
PO Box 805
Oak Grove, MO 64075

FEES

Caterer's License per Section 600.160

- \$75 Annual Fee Type A (max. 50 days July 1st thru June 30th)
- \$150 Annual Fee Type B (unlimited July 1st thru June 30th)

Temporary Permit per Section 600.170

- \$37.50 Certain Organizations not valid for more than 7 days

*Make checks payable to City of Oak Grove

FOR CITY USE ONLY

Verified attachments

- Area Diagram
- Security plan
- Property Owner Authorization
- State Liquor License
- County Liquor License
- Drivers License
- Caterer Temporary permit (ATC)

Payment Received

- Cash
- Check # _____
- Card Conf # _____
- Approved Denied

Business License # _____

Caterer's License # _____

Temporary Permit # _____

City Clerk or Designee

Date

For questions about this application, please contact the City Clerk at 816-690-3773 x 1004.