



CITY OF EAST LANSING

The Home of Michigan State University

LIQUOR LICENSE APPLICATION

May 1 – April 30

FEE: \$150.00 for new or transferred liquor licenses

Application for new License: License to sell beer, wine and/or spirits.

Applications for new or transferred licenses shall be made to the City Council through the City Clerk's office.

(In case of co-partnership or closely held corporation, please have each co-partner or shareholder complete the questions listed as 1 through 7.)

1. Applicant:

a) Name _____
Last First Middle

b) Address _____
Number Street City State

c) Phone number _____ Cell phone number _____

d) Email address _____

2. Date of Birth ___ / ___ / ___

3. Citizenship _____ Place of Birth _____

4. If naturalized citizen, time and place of naturalization _____

5. Length of time you have been in a business of this nature _____
(In case of corporation, date charter was issued) _____ years and months

6. Have you made application to the City of East Lansing for a similar or other license on premises other than described in this application? _____

What were the results of that request?

410 Abbot Road
East Lansing, MI 48823

(517) 337-1731
Fax (517) 337-1559
www.cityofeastlansing.com

7. I hereby certify that I have never been convicted of a felony or disqualified to receive a license by reason of any matter or thing contained in this policy or the laws of the State of Michigan, have not been convicted of a violation of any Federal or State law or local ordinance concerning the manufacture, possession or sale of alcoholic liquor, nor have been adjudicated by any court or state or local administrative tribunal to have violated any Federal or State statute, or local ordinance, or published regulation prohibiting discrimination in employment or public accommodations. I also hereby certify that I will not violate any of the laws of the State of Michigan or of the United States or any Ordinance of the City in the conduct of this business should I be granted a license.

Signature

____/____/____
Date

Please answer the remaining items on separate sheets of paper.

8. Describe the character of the business and the reason for which it was founded.
9. Give the location, name, drawing, and written description of the business which would be operated under such license, how the proposed establishment will operate, and describe any distinguishing or distinctive features regarding food or format. (Please complete attachment "A" as part of this question and as part of question 14.)
10. Provide a building and plot plan showing the entire structure and premises and in particular the specific areas where the license is to be utilized.

(Plans should demonstrate adequate off-street parking, lighting, refuse disposal facilities, handicap accessibility and, where appropriate, adequate screening and noise control in conformity with applicable City ordinances, and adequate facility for preparation and service of food in such variety and amount to be considered a restaurant.)

11. Provide the name, address and phone number of at least three character references.
12. Provide a written history of the business activities of the applicants(s), if any.
13. Provide evidence that the establishment will conform to the current standards of existing building ordinances, and other municipal laws and regulations, and that all new applicants conform to the current zoning ordinances.
14. Provide a written statement describing the financial investment to be made by the applicant to establish the business and an estimate of the increase in real and/or personal property state equalized valuations to be generated thereby.
15. Provide evidence to show the applicant(s) has the financial ability to complete the project according to the plans and within a reasonable period of time.

**CITY OF EAST LANSING, MICHIGAN
APPLICATION FOR LIQUOR LICENSE
ATTACHMENT "A"**

A. Is the business in operation now? _____

If yes:

a. How long has it been in operation at that address? _____

b. How long have you been associated with it? _____

c. In what capacity? _____

(Go to question B.)

If no:

d. Do you need to build a facility at the above address? If yes, go to question e. If no, please explain: _____

e. Do you have building permits? If yes, then go to question f. If no, when do you plan to get them? _____

f. When do you think construction will begin? _____

g. When do expect it to be completed? _____

(Go to question E.)

B. Do you have plans to make renovations or additions to it? If yes, describe briefly.

C. How large is the current staff of the business?

Number	Full or Part Time	Position

D. Do you anticipate an increase in the size of the staff if you obtain a license? _____

a. How many people will you add?

Number	Full or Part Time	Position

(Go to Question J.)

E. What is the estimated cost of construction of the facility? _____

F. Are you going to build the facility if you do not get a license? _____

G. How large of a staff do you plan to have?

Number	Full or Part Time	Position

(Go to question J.)

H. Do you plan to renovate the facility? _____

a. What is the estimated cost of renovation? _____

I. How large a staff do you plan to have?

Number	Full or Part Time	Position

(Go to question J.)

J. When did you file your current license application? _____

K. Do you own or operate any licensed establishment in the City of East Lansing?

If yes, please list name(s) and location(s).

If no, do you have financial interest in any licensed establishment? How much?

L. Do you own, operate, or have financial interest in any other business group or establishment which is also applying for a liquor license in the City of East Lansing? If yes, please list the given name and address of applicant(s). _____

M. As you probably know, the City of East Lansing has many applicants for a license but very few to issue. If the City Council decided to recommend issuing only one new license this year, why should it go to you? Why shouldn't we give it to someone else? How will community life be improved if you get the license? What special consideration – about you, your business, your plans, your neighborhood – should we take into account in evaluating your application. Please limit your answer to 200 words or less.
