

# CHATHAM COUNTY



## DEPARTMENT OF BUILDING SAFETY & REGULATORY SERVICES

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1117 Eisenhower Drive, Suite D, Savannah, Georgia 31406

Phone: 912-201-4313 | Fax: 912-201-4301 | <https://buildingsafety.chathamcountyga.gov/>

### Alcoholic Beverage Renewal Requirements

- Provide proof of up-to-date Alcoholic Beverage Excise Tax payment to the Chatham County Finance Department.
- All retail applicants must provide the name, address, and telephone of each of their wholesale distributor(s).
- Copy of Driver's License / State ID/ Passport.
- All Alcoholic Beverage licenses will expire on December 31.
- Alcoholic beverage license is **NON-TRANSFERABLE**, and a change of ownership will require a new application and fees.
- Applications **received after January 31 will not be permitted to sell alcoholic beverages** during the reapplication process. **ALL sales will be suspended immediately.**
- Provide a copy of your current alcohol license issued by Georgia Department of Revenue for Compliance purposes.
- Incomplete or inaccurate applications for Alcoholic Beverage licenses will not be accepted and may result in delays or denial of license.**

#### **NOTICE:**

**All renewal applications received after January 31 will require a new application for an Alcoholic Beverage license, and the application fee will be assessed at 150% of the original application fee.**

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### Renewal Application for Alcoholic Beverage Certificate

Application must be fully completed before processing. Please type or print clearly with a ballpoint pen. All alcohol licenses expire on December 31<sup>st</sup> of the year issued. Report any changes of location/mailling address promptly to the Occupational Tax Division.

License #: \_\_\_\_\_

Calendar Year: \_\_\_\_\_

#### 1. Business Information:

Advertised Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Corporate Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### 2. Applicant's Information: **(To change a responsible party, a new application must be filed)**

Name: \_\_\_\_\_

Your relationship with this business:  Manager  Officer  Registered Agent  Sole Owner

Residence: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_ Social Security/Fed. Tax I.D.#: \_\_\_\_\_

Driver's License Number \_\_\_\_\_ State: \_\_\_\_\_ Georgia Sales Tax I.D. # \_\_\_\_\_

Have you ever been arrested?  YES  NO If Yes, give date and offense: \_\_\_\_\_

#### 3. Will your establishment provide "LIVE" entertainment? Yes No **If Yes, explain:** \_\_\_\_\_

Business hours of operation: M-F \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday \_\_\_\_\_

#### 4. Type of Business (check all that apply):

Eating Establishment  Restaurant  Convenience Store  Super Market/Grocery

Hotel/Motel  Lounge  Package Shop  Private Club  Other: \_\_\_\_\_

#### 5. License is for: Drink for consumption on premises Retail Sunday Sale Retail Wholesale Alcohol Caterer

#### 6. Type: Beer Wine Liquor ALL

By signing below, I hereby authorize any agent/representative of Chatham County to conduct a non-criminal background check to operate within unincorporated Chatham County limits and certify that I am the person authorized by the business herein named to file this application, including accompanying documents. I further certify that all statements and information provided on and with this application are true, correct, and complete.

\_\_\_\_\_  
*Signature of Applying Applicant*

\_\_\_\_\_  
*Date*

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**Alcoholic Beverage Fees**

**Application Fees [Application fees are non-refundable]**

- Beer Application \$ 150     Sunday Sales \$100.00     GBI Background Check \$45.00
- Wine Application \$ 150     Newspaper Ad \$15.00
- Liquor Application \$ 300

**Application Late Penalties Charges: Beer \$225 | Wine \$225 | Liquor \$450 | Sunday Sales \$150**

**Sale by Package Fees (Retail Only):**

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- Beer \$600             Sunday Sales Permit for Package \$100
- Wine \$600
- Liquor \$2500

- Package Shop**        \$3700

**Sale by Drink for Consumption Fees (Pouring Only)**

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- Beer \$600             Sunday Sales \$200
- Wine \$600
- Liquor \$2500

**Wholesale Distributors**

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- Beer \$1500             Distiller, Brewer, or Manufacturer of Alcoholic Beverages \$5000
- Wine \$1500
- Liquor \$5000

**TOTAL AMOUNT DUE: \$\_\_\_\_\_**

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