

## VILLAGE OF MENOMONEE FALLS APPLICATION FOR OPERATOR/BARTENDERS LICENSE

**Process Time: 2 to 4 weeks**

Fees	
	<b>Operator \$50</b>
	<b>Provisional \$15</b>
	<b>Renewal Application</b>
	<b>New Application</b>

**IF APPLICATION IS DENIED OR APPLICANT WITHDRAWS,  
ALL FEES ARE NON-REFUNDABLE**

All questions on this application must be answered completely and accurately before it can be processed. Failure to do so could result in a delay or even denial of the application.

Name of Applicant: \_\_\_\_\_  
(First) (Full Middle Name) (Last) (Previous Last Names)

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_ Male \_\_\_ Female Age: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ Issuing State: \_\_\_\_\_

At what establishment(s) will this license be used? \_\_\_\_\_

Answer the Following Questions Completely	Yes	No/NA
1. Have you been convicted of a felony within the last five (5) years? (If yes, explain below)		
2. Have you been convicted of any ordinance and/or misdemeanor violations for the following within the last twenty-four (24) months: <ul style="list-style-type: none"> <li>• Any violations related to or involving alcohol</li> <li>• Any violations related to a controlled substance</li> <li>• Resisting arrest/battery to a police officer/obstructing justice</li> <li>• Disorderly conduct if in conjunction with activity at a licensed alcohol establishment</li> </ul> (If yes, explain below. Stipulation/payment of fine for any offense is considered as a conviction).		
3. Have you been denied a license to serve alcohol or had your license to serve alcohol revoked or suspended within the preceding twenty-four (24) months? (If yes, explain below)		
4. Do you owe any outstanding debts to the Village of Menomonee Falls including but not limited to personal property taxes, real estate taxes and fines? (If yes, explain below)		

Explanation of Violation/Offense		
Date of Violation/Offense	Type of Violation/Offense	Jurisdiction were Violation/Offense Occurred

Outstanding Debts	
Type of Outstanding Debt	Dollar Amount Outstanding
1.	
2.	
3.	

List Previous Addresses for the Past Two (2) Years

- 1.
- 2.
- 3.

Training Requirements

The Village of Menomonee Falls may not issue an operator's license unless the applicant has completed a responsible beverage server training course. Applicants are exempted from the training course requirement if they are renewing an existing operator's license, have completed the training course within the last two years, or have held a retail license, manager's or operator's license anywhere in the state within the last two years. If applicable, provide a copy of your beverage server certificate or a copy of an operator's license held in the last 2 years with this application.

I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information may be grounds for denial of my alcohol beverage license. I further understand that falsification of any information may be grounds for denial or revocation of this license. I am aware of the state and municipal laws governing the sale of alcohol beverages and agree to abide by those laws.

I understand that the Menomonee Falls Police Department will do a background check based on my application. I hereby authorize the release of any and all records requested by the Menomonee Falls Police Department in its investigation. I further understand that the Police Department may provide that information to the Village General Government Committee and Village Board of Trustees.

I hereby release any individual, institution or agency, including its officers, employees or other related personnel, both individually or collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, my family or associates because of compliance with this authorization and request to release information or any attempt to comply with it.

\_\_\_\_\_  
(Applicant Signature)

Date: \_\_\_\_\_

Submit the completed application along with the license fee to:

**Village of Menomonee Falls**  
**% Clerk Services**  
**W156N8480 Pilgrim Road**  
**Menomonee Falls WI 53051**

**Phone (262) 532-4200**