



OPERATOR LICENSE APPLICATION
For License Year July 1, 2023—June 30, 2025
For individuals serving or selling alcohol, pursuant to Elkhorn Ordinance 12.03

Application fee: \$50.00 / \$25.00 (after 7/1/24)

Renewal or New Applicant*
*Complete Box to right

RBT Class Completed & Certificate Attached; Or
Current License with WI Municipality Attached

RBT Class Pending, Provisional Requested (+ \$10.00)

FILLING OUT YOUR APPLICATION

1. An Operator License is a privilege, not a right.
2. **Review the attached *Operator/Alcohol License Approval Policy* thoroughly. Should your information on this application not be complete, correct or illegible, your license may be denied.**

REVIEW OF YOUR APPLICATION

1. The Elkhorn Police Department will perform a background check and recommend approval or denial of your application.
2. If you are denied, you may request an appeal through the City Clerk's office and your appeal will be placed on the next agenda of the Legislative and Regulatory Committee.

If your application is denied, the fee is non-refundable and you cannot reapply for a minimum period of six months.

Meetings of the Legislative and Regulatory Committee are open to the public. This application is a public record and subject to release.

Please Print Clearly

First Name		M.I.	Last Name	
Residence: Street Address		City		State & Zip Code
Phone		Email		
Gender	Drivers License No.	Birth Place (City, State)		Date of Birth
Mailing Address if different than Residence Address		City		State & Zip Code
Other names, aliases or birthdates ever used:				
Cities and States lived in since age 18			From:	To:
			From:	To:
			From:	To:
			From:	To:
			From:	To:
Establishment where employed			Contact person & phone number of employer	

Arrest and Conviction Record		
Since your 17th birthday, have you ever been convicted of a felony or misdemeanor? (Including criminal traffic offenses)	Yes	No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	Yes	No
Have you ever been convicted by a military court-martial?	Yes	No
Have you ever been convicted of disorderly conduct that involved violence against another person?	Yes	No

List Any PENDING Citations, Tickets or Criminal Charges				
Year	Location	Charge	At time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around a business that serves alcohol?

Criminal Convictions & Citations, Excluding Traffic Citations That Are Not Alcohol Related				
Year	Location	Charge	At time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around a business that serves alcohol?

Application must be notarized. Read carefully before signing.
I swear that the information provided in this application is true and correct to the best of my knowledge and belief. I certify I am familiar with the laws, ordinances and regulations pertaining to the sale of alcoholic beverages and I agree to obey all provisions of Federal, State and Local laws. I understand that falsification of the application will result in automatic denial. The undersigned understands that a full background investigation will be conducted by the City of Elkhorn Police Department prior to consideration of this application.

Subscribed and sworn before me

This _____ day of _____, 20_____

_____ Applicant's Signature _____ Date

_____ Notary Public _____

My Commission Expires _____ Applicant, Please print name above

Office Use Only	
Date Received & Paid: _____	Receipt No.: _____
Amount Paid: _____	___ Cash ___ Check ___ Credit Card
*If applicant is denied, attach explanation for denial.	