



City of Onalaska Operator License Application

Phone: Clerk (608) 781-9530
 415 Main St. Onalaska, WI 54650
 City Clerk: dg-cityclerk@onalaskawi.gov
<http://www.cityofonalaska.com>

Date Filed: _____

Expires June 30, _____

Circle: New or Renewal <input type="checkbox"/> 1 Year: \$30.00 or <input type="checkbox"/> 2 Year: \$50.00 <input type="checkbox"/> Provisional: \$15.00 <input type="checkbox"/> Temporary: \$15.00	<input type="checkbox"/> Responsible Beverage Training Class Certificate or Previous Operator's License Attached <input type="checkbox"/> Photo Copy of DL Attached
Have you EVER had an Operator's (Bartender's) License? Circle: YES or NO If Yes; in what Municipality and What Year? _____	Establishment(s) where employed: _____
Provisional # _____ Temporary # _____	License # _____

Filling out your application (Required) 1. An Operator License is a privilege, not a right. 2. This application must be filled out accurately and completely. 3. Your application will not be processed with any outstanding warrants. 4. You consent to the City of Onalaska performing a background check. Review of your application 1. If there are concerns about your background check, you may be called to appear before the Chief of Police. 2. If you are asked to appear but choose not to do so, your application may be denied. 3. This application is a public record subject to release.	INITIALS _____ _____ _____ _____ _____ _____ _____
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APPLICANT	Last Name		First Name		
	Address:				
	City:		State:		Zip Code:
	Phone:	Cell:	Email:		
	Driver's License #:			DOB:	

To apply for an Operator's License, a certificate of completion for the Responsible Beverage Server Training Course within the last two years, or an operator's license within the last two years from another Wisconsin municipality must be provided.

If an Operator's License is needed immediately, a provisional license may be applied for. Only one provisional license per person per year will be issued. Provisional licenses are valid for 60 days. A provisional license is only issued when applying for an Operator's license.

A Temporary License may be issued only to operators employed by, or donating their services to, nonprofit corporations. No person may hold more than 2 temporary licenses per year. A temporary license can be valid for any period from one day to 14 days.

PARAMETERS FOR DENIAL OF AN OPERATOR'S LICENSE (BARTENDER LICENSE)

GIVING FALSE OR INCOMPLETE INFORMATION OR MISINFORMATION ON THE APPLICATION WILL BE GROUNDS FOR DENIAL.

If you have two or more convictions of the offenses listed below or a combination of two or more convictions of the offenses listed below, your application will be recommended for denial.

1. An arrest or conviction of underage selling/possession during the past 2 years.
2. An arrest or conviction of underage person on premise during the past 2 years.
3. Conviction of any substance abuse during the past 2 years.
4. Conviction of driving under the influence of any alcohol or controlled substance during the past 5 years.
5. Conviction of allowing another person to use operator's license during the past 2 years.
6. Conviction of selling to an intoxicated person during the past 2 years.
7. Conviction of selling after hours in the past 2 years.
8. Conviction of selling without a license in the past 2 years.
9. Conviction of any part of Chapter 125 State Statutes, not listed above, relating to alcohol beverages during the past 2 years.
10. An arrest or conviction of charges related to the activities performed while bartending within the past 2 years.
11. **Any habitual law offender or felon** where the circumstances of the charges substantially related to the licensing activity.
12. Convictions of illegal gambling during the past 2 years.
13. A **FELONY** conviction substantially related to alcohol activity WILL automatically be denied.

Have you EVER been convicted of a felony: Yes No

If so, date of such conviction: _____ **Name of Court:** _____

Nature of Conviction: _____

Have you been convicted of an ALCOHOL or DRUG offense (i.e. underage drinking, OWI/DWI, sale to a minor, possession of marijuana, etc. in the LAST FIVE (5) YEARS: Yes No

If so, date of such conviction(s): _____ **Name of Court(s):** _____

Nature of Conviction(s): _____

(ATTACH ADDITIONAL SHEET OF PAPER IF NECESSARY TO PROVIDE ALL CONVICTIONS)

If it is the recommendation of the Police Department to deny the license, the Clerk shall provide the applicant a letter with reasons for denial of their license. Any applicant denied a license may appeal the decision by writing a letter to the City Clerk within 14 days of receipt of the denial letter. The letter should state in detail the grounds for reversal of the denial and shall be signed by the applicant. **IF YOUR APPLICATION SHOULD BE DENIED, FEES ARE NONREFUNDABLE AND YOU CANNOT RE-APPLY UNTIL ONE YEAR AFTER THE DENIAL**

PENALTY NOTICE

Under Penalty of Law, I swear that the information provide 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 the law. I understand that falsification of this application will result in automatic denial and I understand the parameters for denial of an operator's license for the city of Onalaska. If denied, your provisional license must be surrendered to the City Clerk immediately.

Applicants Signature

Date

FOR OFFICE USE ONLY

Approved by City Clerk:	Date:
Approved or Denied (Circle One) by Police Chief:	Date: