



**City of McDonough ~ Occupational Tax Division
136 Keys Ferry Street, 2nd Floor, McDonough, GA 30253
Office: 678-782-6225 Office Hours: 9am -4pm
Website: www.mcdonoughga.org Email: taxclerk@mcdonoughga.org**

ALCOHOL/ANCILLARY TASTING LICENSE RENEWAL APPLICATION REQUIREMENTS

NOTE: ALL RENEWAL APPLICATIONS ARE DUE NO LATER THAN **NOVEMBER 1 OF THE CURRENT YEAR**.

ALL LICENSES WILL EXPIRE ON DECEMBER 31ST OF THE CURRENT YEAR ISSUED

The following documentation is required and must accompany the Alcohol/Ancillary Renewal Application in order for your application to be processed.

- Completed alcohol license renewal application
- Valid driver's license
- Proof of Citizenship: for US citizens (Birth Certificate or valid Passport) for Non-US citizens (Permanent Resident Card front & back)
- Property Deed OR Lease
- Current State or Federal background check
- Form of payment: cash, cashier's check, money order, credit / debit card

\$100 Investigative Fee is due upon application submission and is non-refundable.

Late fees will apply as follows to all alcohol licenses received after December 31st of the filing year.

Package Sales ~ \$100.00 On Premise Beer/Wine ~ \$200.00 On Premise Beer/Wine/Liquor ~ \$375.00

APPLICATIONS ARE PROCESSED AND APPROVED BY OUR CHIEF OF POLICE PRIOR TO ISSUANCE
DELAY IN SUBMITTING YOUR APPLICATION AND SUPPORTING DOCUMENTATIONS WILL DELAY IN YOUR
ALCOHOL LICENSE BEING ISSUED FROM OUR OFFICE.

ALCOHOL LICENSES ARE NON-TRANSFERABLE

**A VALID STATE ALCOHOL LICENSE MUST ALSO BE VISIBLELY POSTED WITH
Your LOCAL LICENSE.**

**NOTICE: ALL WASTE PICK-UP MUST BE
CONTRACTED THROUGH THE CITY OF MCDONOUGH**



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For Office use only:

Today's Date: _____

Alcohol Account No:

2026 ALCOHOL/ANCILLARY TASTING LICENSE RENEWAL APPLICATION

Application must be fully completed before processing. Please type or print with a ballpoint pen. Report any changes of location/mailing address promptly to the Business Development Department.

Check Type of License: (Check All Beverages Sell/Serve & Fees):

Business Name: _____ dba _____

Business Address: _____

Name of Agent/Owner: _____ Contact No: _____

During the last year, has any changes been made in your business ownership?

Yes No If yes, please explain _____

During the last year, has any change been made in persons participating in your business, whether as owner, office manager or employees: Yes No. If so, please explain:

During the last year, have you acquired or disposed of any other businesses involving alcoholic beverages? Yes No If so, please explain:

During the last year, have you or anyone associated with your business as owner, office manager or employee, been cited for, received notices of, or been warned of any conduct which constitutes a violation of any federal or state law or administrative regulation or local Ordinance regulating alcoholic beverages? Yes No; if so, please explain

Please provide detailed information as to any information not already disclosed which is different than that provided on your original alcoholic beverage application:

I hereby certify that I have reviewed the current McDonough Alcoholic Beverage Ordinance and all information supplied in this renewal application for an Alcoholic Beverage License. I further certify that I remain qualified to hold an Alcoholic Beverage License in the City of McDonough and that all information contained in this application and its supporting documents is true and accurate.

Signature of Applicant:

Date:

SUBSCRIBED AND SWORN BEFORE ME ONE THIS THE 20 DAY OF

NOTARY PUBLIC

Stamp/Seal

My Commission Expires: