City of Minden

520 Broadway Street
Post Office Box 580
Minden, LA 71058-0580
318-377-2144

OFFICE USE ONLY
Permit Number:
Application Received:

Permit to be renewed for calendar year ending December 31, 20____

APPLICATION FOR RETAIL ALCOHOL PERMIT

All permits expire on December 31.

1. Permit to be **ISSUED TO**: (Owner, Name of individual, partners, or corporation) **Social Security Number**: _____	2. Trade name of Business (if any) **Louisiana Tax ID Number**: _____ **Federal Employer ID Number**: _____
3. **Street Address** of premises to be licensed:	4. Official **Mailing Address** (P.O. Box / street / city / state / Zip)
5. Phone Numbers Work ( ) _____ Cell ( ) _____ Other ( ) _____	

6. APPLICATION IS FOR: (check applicable classification)

☐ Class "A" – On premises Low Alcohol Content	☐ Class "A" – On premises Low & High Alcohol Content
☐ "A-R" – Restaurant / Low Alcohol Content	☐ "A-R" – Restaurant / Low & High Alcohol Content
☐ Class "B" – Off premises Low Alcohol Content	☐ Class "B" – Off premises Low & High Alcohol Content (No Motor Fuel Sales)
☐ Class "C" – Off premises Low & High Alcohol Content with frozen specialty drinks	☐ Wholesale

7. Describe the general nature of the business to be conducted at this location.

8. Date started or to start at this address: _____

9. Does applicant hold a local or State Alcohol Permit for the current year at another location? ☐ Yes ☐ No
Class: ☐ "A" ☐ "B" ☐ "C"

10. Has applicant applied for a state permit? ☐ Yes ☐ No If issued, state permit number: _____

11. Has the applicant ever been denied a State or Local Alcohol Permit? ☐ Yes ☐ No

12. Is applicant the owner of the premises to be occupied? ☐ Yes ☐ No
If no, does applicant have a written lease? ☐ Yes ☐ No
☐ Attached is a certified copy of the lease or deed covering the premises.

13. **Attach a plat** of the property showing lot dimensions, all structures thereon, and name of street upon which premises fronts. **Attach the name of any:** church, synagogue, school, public playground, or public library within 300 feet of premises. (Can be acquired from the office of Inspections and Permits).

14. If **not** using the entire building, **attach a simple sketch** describing the part to be licensed for alcohol sales.

15. Does applicant owe Sales Tax or Occupational License Tax to the City of Minden? ☐ Yes ☐ No

16. Do you hold a current City of Minden Occupational License? ☐ Yes ☐No **If yes, attach a copy.**

17. Is this application by a new owner to take over current business that has been selling alcohol regularly and continuously to the present time? ☐ Yes ☐No
If yes, show:
(1) Name of immediate prior owner: _____
(2) Trade name: _____
(3) Permit number: _____

AFFIDAVIT

This affidavit must be signed by owner if individual ownership, authorized partner if a partnership, or authorized official if corporate ownership. It is understood that any misstatement or suppression of fact in an application is grounds for denial of a permit.

I swear (or affirm) that I have read each of the questions in this application and that the answers which I have given are true and correct to the best of my knowledge, that I meet the qualifications and conditions set out in LA R.S. 26:279; and, I further swear (or affirm) that I have no interest in any establishment holding an alcohol permit other than the type applied for herein.

SIGNED: _____	SUBSCRIBED AND SWORN to before me
Print Name: _____	this _____ day of _____, 20_____
TITLE: _____	_____
	(Notary Public) # _____

PERMIT FEES

Permit Classification	Low Alcohol / Description	Low & High Alcohol
Class "A" – On premises consumption	Low Alcohol only ($75)	Low & High Alcohol ($500)
Class "A-R" – Restaurant	Low Alcohol only ($75)	Low & High Alcohol ($500)
Class "B" – Off premises consumption	Low Alcohol only ($60)	Low & High Alcohol ($500)
Class "C" – Off premises consumption	Package liquor with frozen specialty drinks ($500)	
Wholesale	$100	

FILING REQUIREMENTS & PENALTIES

Failure to file application before beginning business, or, for renewal permit not later than November of each year will incur penalties. Penalties include 25% of permit fee, plus 6% interest per year until paid. If sued on, or placed in the hands of an attorney for collection, the delinquent owing for each permit shall pay attorney's fees plus 10% penalties and interest.

All applications for City alcohol permits shall be sent to the Inspections and Permit office, City of Minden, 520 Broadway Street (Post Office Box 580), Minden, Louisiana 71055. **The permit application process may take up to 35 days to complete from the date the application was received.**

APPLICATION MUST BE ENTIRELY COMPLETE AND WITH PROPER FEE ATTACHED.