

Town of Gypsum



Retail Liquor License Application Packet



NEW LICENSE PACKET

This packet contains the necessary application forms and information for a liquor license in the Town of Gypsum and the State of Colorado. Upon receipt of this packet, take time to review it and ask questions of the Town Clerk's office.

All forms should be typed or printed in black ink. They need to be accurate and complete. All applications should be submitted in duplicate along with both Town and State fees.

Incomplete applications will not be accepted.

Once your application is complete and ready for submittal, please make an appointment with the Town Clerk's office for application review and Council approval if necessary.

You may find the following contact information helpful regarding additional information and/or licenses that may be required for your establishment and/or liquor license.

Town of Gypsum	(970)524-7514
Colorado Department of Revenue	
Liquor Enforcement	(303)205-2300
Colorado Department of Revenue	
Licensing	(303)806-3091
Colorado Department of Public Health	(303)692-3634
Colorado Secretary of State	(303)894-2200

Should you need any additional information or have any questions, please feel free to contact the Town Clerk's office.

Sincerely,

A handwritten signature in blue ink that reads "Danette Schlegel". The signature is fluid and cursive.

Danette Schlegel
Gypsum Town Clerk

Town of Gypsum

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*Town of Gypsum
F.Y.I. for First-time Licenses*

These liquor licenses are valid for one year from the date of approval by the Colorado Liquor Enforcement Division and must be renewed each year.

Approximately 90 days prior to expiration date, you will receive a two-page renewal application from the Colorado Liquor Enforcement Division for you to: a) complete and have signed by an authorized agent; b) attach appropriate State and local fees (two separate checks); and c) submit to the Gypsum Town Clerk, 50 Lundgren Blvd., PO Box 130, Gypsum, CO 81637, for process by the Gypsum Town Council as the Liquor Authority.

Approximately 60 days prior to expiration date, you will receive a letter from the Town Clerk reminding you, if you have done so, to complete your two-page renewal application from the State and submit to the Town Clerk for processing using steps a, b, and c above.

Renewal applications must be accompanied by both City and State fees and submitted no later than 45 days before license expiration (Fees List attached)

If you do not receive your renewal application from the State and your expiration date is near, contact the Town Clerk, (970)524-1735, or the State Liquor Enforcement Division (303)205-2300 to obtain the required renewal forms. It is important that you do this since failure to renew by that date will result in expiration of your license.

Any changes in the following must be reported to the Town Clerk's office for consideration by both the local and State licensing authorities:

- Change in Operating Manager
- Change in Corporate or Trade Name
- Change in Corporate partner, Director or Stockholder
- Change in partnership
- Change of Location
- Change or transfer of ownership
- Change in Limited Liability Company
- Modification of licensed premises

Licensee must maintain possession of the premises for entire licensed period by virtue of a lease, assignment of lease or deed to the licensed premises.

Frequently needed numbers: Town Clerks office (970)524-1738; State Liquor Enforcement (303) 205-2300

Town of Gypsum
Liquor Licensing Q & A

- **What types of licenses are available?** *There are several types of licenses available to Gypsum applicants. Generally, the type of license to pursue will depend on what type of beverages are planned to be sold or served, as well as food service requirements for each license type.*
- **How much does it cost to get a liquor license?** *Each license type carries its own City and State fees. There are fees that apply at the time of the initial applications, as well as fees for renewal on an annual basis following approval by the local and State Authorities. A License fees list is attached.*
- **What are the requirements to obtain a liquor License?** *The requirements for obtaining a liquor license depend on what type of applicant is named on the license. In other words, requirements for an individual applicant will differ from those of a corporation, a partnership, or a limited liability company. In all cases, however, the needs and desires of the affected neighborhood and the moral character of the applicant(s) will be considered.*
- **How long does it take to obtain a liquor license?** *Because liquor licensing is a two-tier process, consideration at both the local and State licensing authority levels, it take 30-45 days to process a completed application.*
- **What is the process once an application has been submitted?** *After submitting an application for liquor license, the Town Clerk will set a public hearing date to be held at least 30 days after receiving the application. At the public hearing, the applicant will be asked to provide testimony as to the needs and desires of the neighborhood, moral character, and ability to hold the liquor license. "Parties interested will be given the opportunity to offer testimony, and the Liquor Authority will discuss and provide a decision on the application." If approved, the application will be forwarded to the State for consideration and ultimately issued through the Town Clerk's office.*
- **What questions might the Authority be asking at the Public Hearing?** *Aside from considering the needs and desires of the affected neighborhood, the Authority may inquire as to the applicant's experience in the liquor industry; funding sources for the proposed establishment, formal training plans for employees and managers and any other questions relative to the applicant's ability to hold a liquor license. If the applicant has a police record which may arise during a background check which could indicate poor moral character, the applicant may be asked to explain this history and demonstrated rehabilitation.*
- **If my license application is denied, are my fees refundable?** *All state fees and Town license fees will be refunded.*
- **Where do I obtain an application packet to proceed with the application process?** *Application packets are available from the Town of Gypsum, 50 Lundgren Boulevard or on the web at townofgypsum.com.*

This information has been provided as a courtesy by the Town Clerk and is only a guide. This may not be all that is involved in obtaining a liquor license, other agencies are involved and information contained herein may change from time to time. This information is not intended to be legal advice, and applicants are encouraged to contact a private attorney for answers to legal questions and concerns.

7/25/08

PROCESS UPON SUBMITTAL....

The Town of Gypsum Liquor Licensing Authority considers liquor related matters at the Town Council meetings every 2nd and 4th Tuesday of each month. Please consult the Town Clerk for scheduling information.

Upon submittal of a liquor/beer application the public hearing date will be set by the Town Clerk. Written notification of the public hearing date will then be provided to the applicant by mail for purposes of proving the needs and desires of the neighborhood as provided by Regulation 47-107.1(C) of the Colorado Liquor and Beers Codes.

The public hearing date will be set not less than 30 days from the date of submittal of the application as provided by Section 12-47-136, of the Colorado Revised Statutes, and the applicant must be present at the public hearing to offer testimony and answer any questions posed by the Liquor Licensing Authority. Please refer to Procedural Order to be Followed at Public Hearing for information to be presented by the applicant.



*Procedural Order to be followed at
Public Hearing*

Town Clerk Presentation:

The Town Clerk will provide the Clerk's Administrative Report, which will include status of application, proper notice of public hearing, conformance with applicable Town Codes and regulations as relayed by the different Town Departments, and proper communication of investigative background results to applicant. Staff will then be available for questions from the Liquor Licensing Authority relative to the reports provided prior to applicant's presentation.

Applicant's Presentation:

The applicant, manager or representative of the applicant will then be provided the opportunity to respond to any issues or concerns reported in the Town Staff presentation, to provide information about past experience in the sale/service of alcohol beverages and that of the proposed manager in charge of day to day operations, financial backers of proposed establishment, description of the character of the neighborhood of proposed site, proximity of the site to area schools and evidence regarding reasonable requirements and desires of the neighborhood for the outlet proposed.

In addition to the above information, the applicant should also be prepared to discuss in detail the answers provided in the *Attachment to Liquor/3.2% Beer Retail License Application* regarding the description and the nature of the proposed business operations such as days and hours of operation, entertainment, number of employees, security plan, if any, training and operation procedures employees will follow in the safe and legal sale/service of alcohol beverages, and evidence relating to the likelihood that the applicant will conduct this proposed operation in accordance with the applicable local and State laws, rules and regulations.

The applicant should then remain available for questions from the Liquor Licensing Authority and follow up discussion after any evidence from interested parties during the public hearing is offered.

Evidence from Interested Parties

Interested parties are defined by laws as "residents of the neighborhood under consideration, owners or managers of business, located in the neighborhood and the applicant."

Liquor Authority Decision:

Decision made approving, denying or continuing consideration of the application.

Colorado Liquor Retail License Application

<input type="checkbox"/> New License <input type="checkbox"/> New-Concurrent <input type="checkbox"/> Transfer of Ownership			
<ul style="list-style-type: none"> • All answers must be printed in black ink or typewritten • Applicant must check the appropriate box(es) • Applicant should obtain a copy of the Colorado Liquor and Beer Code: www.colorado.gov/enforcement/liquor • Local License Fee \$ _____ 			
1. Applicant is applying as a/an <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership (includes Limited Liability and Husband and Wife Partnerships)		<input type="checkbox"/> Individual <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Association or Other	
2. Applicant If an LLC, name of LLC; if partnership, at least 2 partner's names; if corporation, name of corporation			FEIN Number
2a. Trade Name of Establishment (DBA)		State Sales Tax Number	Business Telephone
3. Address of Premises (specify exact location of premises, include suite/unit numbers)			
City	County	State	ZIP Code
4. Mailing Address (Number and Street)		City or Town	State ZIP Code
5. Email Address			
6. If the premises currently has a liquor or beer license, you must answer the following questions			
Present Trade Name of Establishment (DBA)		Present State License Number	Present Expiration Date
Present Class of License			
Section A Nonrefundable Application Fees		Section B (Cont.) Liquor License Fees	
<input type="checkbox"/> Application Fee for New License \$ 600.00 <input type="checkbox"/> Application Fee for New License w/Concurrent Review \$ 700.00 <input type="checkbox"/> Application Fee for Transfer \$ 600.00		<input type="checkbox"/> Liquor Licensed Drugstore (City)..... \$227.50 <input type="checkbox"/> Liquor Licensed Drugstore (County) \$312.50 <input type="checkbox"/> Manager Registration - H & R \$ 75.00 <input type="checkbox"/> Manager Registration - Tavern \$ 75.00 <input type="checkbox"/> Master File Location Fee\$ 25.00 X _____ Total _____ <input type="checkbox"/> Master File Background\$250.00 X _____ Total _____ <input type="checkbox"/> Optional Premises License (City) \$500.00 <input type="checkbox"/> Optional Premises License (County) \$500.00 <input type="checkbox"/> Racetrack License (City)..... \$500.00 <input type="checkbox"/> Racetrack License (County) \$500.00 <input type="checkbox"/> Resort Complex License (City)..... \$500.00 <input type="checkbox"/> Resort Complex License (County) \$500.00 <input type="checkbox"/> Retail Gaming Tavern License (City) \$500.00 <input type="checkbox"/> Retail Gaming Tavern License (County) \$500.00 <input type="checkbox"/> Retail Liquor Store License (City)..... \$227.50 <input type="checkbox"/> Retail Liquor Store License (County) \$312.50 <input type="checkbox"/> Tavern License (City) \$500.00 <input type="checkbox"/> Tavern License (County) \$500.00 <input type="checkbox"/> Vintners Restaurant License (City) \$750.00 <input type="checkbox"/> Vintners Restaurant License (County) \$750.00	
Section B Liquor License Fees			
<input type="checkbox"/> Add Optional Premises to H & R\$100.00 X _____ Total _____ <input type="checkbox"/> Add Related Facility to Resort Complex\$ 75.00 X _____ Total _____ <input type="checkbox"/> Arts License (City)\$308.75 <input type="checkbox"/> Arts License (County)\$308.75 <input type="checkbox"/> Beer and Wine License (City).....\$351.25 <input type="checkbox"/> Beer and Wine License (County)\$436.25 <input type="checkbox"/> Brew Pub License (City)\$750.00 <input type="checkbox"/> Brew Pub License (County).....\$750.00 <input type="checkbox"/> Club License (City)\$308.75 <input type="checkbox"/> Club License (County)\$308.75 <input type="checkbox"/> Distillery Pub License (City)\$750.00 <input type="checkbox"/> Distillery Pub License (County)\$750.00 <input type="checkbox"/> Hotel and Restaurant License (City)\$500.00 <input type="checkbox"/> Hotel and Restaurant License (County)\$500.00 <input type="checkbox"/> Hotel and Restaurant License w/one opt premises (City)\$600.00 <input type="checkbox"/> Hotel and Restaurant License w/one opt premises(County).....\$600.00			
Questions? Visit: www.colorado.gov/enforcement/liquor for more information			
Do not write in this space - For Department of Revenue use only			
Liability Information			
License Account Number	Liability Date	License Issued Through (Expiration Date)	Total
			\$

Application Documents Checklist and Worksheet

Instructions: This checklist should be utilized to assist applicants with filing all required documents for licensure. All documents must be properly signed and correspond with the name of the applicant exactly. All documents must be typed or legibly printed. Upon final State approval the license will be mailed to the local licensing authority. Application fees are nonrefundable.

Questions? Visit: www.colorado.gov/enforcement/liquor for more information

Items submitted, please check all appropriate boxes completed or documents submitted	
I.	Applicant information <input type="checkbox"/> A. Applicant/Licensee identified <input type="checkbox"/> B. State sales tax license number listed or applied for at time of application <input type="checkbox"/> C. License type or other transaction identified <input type="checkbox"/> D. Return originals to local authority <input type="checkbox"/> E. Additional information may be required by the local licensing authority
II.	Diagram of the premises <input type="checkbox"/> A. No larger than 8 1/2" X 11" <input type="checkbox"/> B. Dimensions included (does not have to be to scale). Exterior areas should show type of control (fences, walls, entry/exit points, etc.) <input type="checkbox"/> C. Separate diagram for each floor (if multiple levels) <input type="checkbox"/> D. Kitchen - identified if Hotel and Restaurant <input type="checkbox"/> E. Bold/Outlined Licensed Premises
III.	Proof of property possession (One Year Needed) <input type="checkbox"/> A. Deed in name of the Applicant (or) (matching question #2) date stamped / filed with County Clerk <input type="checkbox"/> B. Lease in the name of the Applicant (or) (matching question #2) <input type="checkbox"/> C. Lease Assignment in the name of the Applicant with proper consent from the Landlord and acceptance by the Applicant <input type="checkbox"/> D. Other Agreement if not deed or lease. (matching question #2) (Attach prior lease to show right to assumption)
IV.	Background information and financial documents <input type="checkbox"/> A. Individual History Records(s) (Form DR 8404-1) <input type="checkbox"/> B. Fingerprints taken and submitted to local authority (State Authority for Master File applicants) <input type="checkbox"/> C. Purchase agreement, stock transfer agreement, and or authorization to transfer license <input type="checkbox"/> D. List of all notes and loans (Copies to also be attached)
V.	Sole proprietor / husband and wife partnership <input type="checkbox"/> A. Form DR4679 <input type="checkbox"/> B. Copy of State issued Driver's License or Colorado Identification Card for each applicant
VI.	Corporate applicant information (if applicable) <input type="checkbox"/> A. Certificate of Incorporation dated stamped by the Secretary of State <input type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Certificate of Authorization if foreign corporation <input type="checkbox"/> D. List of officers, directors and stockholders of Applying Corporation (If wholly owned, designate a minimum of one person as Principal Officer of Parent)
VII.	Partnership applicant information (if applicable) <input type="checkbox"/> A. Partnership Agreement (general or limited). Not needed if husband and wife <input type="checkbox"/> B. Certificate of Good Standing (If formed after 2009)
VIII.	Limited Liability Company applicant information (if applicable) <input type="checkbox"/> A. Copy of articles of organization (date stamped by Colorado Secretary of State's Office) <input type="checkbox"/> B. Certificate of Good Standing <input type="checkbox"/> C. Copy of operating agreement <input type="checkbox"/> D. Certificate of Authority if foreign company
IX.	Manager registration for hotel and restaurant, tavern licenses when included with this application <input type="checkbox"/> A. \$75.00 fee <input type="checkbox"/> B. Individual History Record (DR 8404-1) <input type="checkbox"/> C. If owner is managing, no fee required

7. Is the applicant (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager under the age of twenty-one years?		Yes	No	
		<input type="checkbox"/>	<input type="checkbox"/>	
8. Has the applicant (including any of the partners, if a partnership; members or manager if a limited liability company; or officers, stockholders or directors if a corporation) or manager ever (in Colorado or any other state):				
(a) Been denied an alcohol beverage license?		<input type="checkbox"/>	<input type="checkbox"/>	
(b) Had an alcohol beverage license suspended or revoked?		<input type="checkbox"/>	<input type="checkbox"/>	
(c) Had interest in another entity that had an alcohol beverage license suspended or revoked?		<input type="checkbox"/>	<input type="checkbox"/>	
If you answered yes to 8a, b or c, explain in detail on a separate sheet.				
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.				
		<input type="checkbox"/>	<input type="checkbox"/>	
10. Are the premises to be licensed within 500 feet of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?				
		<input type="checkbox"/>	<input type="checkbox"/>	
		or		
Waiver by local ordinance? Other: _____		<input type="checkbox"/>	<input type="checkbox"/>	
11. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee.				
		<input type="checkbox"/>	<input type="checkbox"/>	
12. Does the Applicant, as listed on line 2 of this application, have legal possession of the premises by virtue of ownership, lease or other arrangement?				
<input type="checkbox"/> Ownership		<input type="checkbox"/> Lease	<input type="checkbox"/> Other (Explain in Detail) _____	
a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:				
Landlord	Tenant	Expires		
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes complete question 13.				
		<input type="checkbox"/>	<input type="checkbox"/>	
c. Attach a diagram and outline or designate the area to be licensed (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8 1/2" X 11".				
13. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies), will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business. Attach a separate sheet if necessary.				
Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Attach copies of all notes and security instruments, and any written agreement, or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.				
14. Optional Premises or Hotel and Restaurant Licenses with Optional Premises: Has a local ordinance or resolution authorizing optional premises been adopted?				<input type="checkbox"/>
Number of additional Optional Premise areas requested. (See license fee chart)				<input type="checkbox"/>
15. Liquor Licensed Drug Store applicants, answer the following:				
(a) Does the applicant for a Liquor Licensed Drug Store have a license issued by the Colorado Board of Pharmacy? If "yes" a copy of license must be attached.				<input type="checkbox"/>
16. Club Liquor License applicants answer the following: Attach a copy of applicable documentation				
(a) Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain?				<input type="checkbox"/>
(b) Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain?				<input type="checkbox"/>
(c) How long has the club been incorporated?				<input type="checkbox"/>
(d) Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above?				<input type="checkbox"/>
17. Brew-Pub License or Vintner Restaurant Applicants answer the following:				
(a) Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached)				<input type="checkbox"/>
18a. For all on-premises applicants. (If this is an application for a Hotel, Restaurant or Tavern License, the manager must also submit an individual History Record - DR 8404-I)				
Last Name of Manager	First Name of Manager	Date of Birth		
18b. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number.				
		<input type="checkbox"/>	<input type="checkbox"/>	
Name	Type of License	Account Number		
19. Tax Distraint Information. Does the applicant or any other person listed on this application and including its partners, officers, directors, stockholders, members (LLC) or managing members (LLC) and any other persons with a 10% or greater financial interest in the applicant currently have an outstanding tax distraint issued to them by the Colorado Department of Revenue?				
		<input type="checkbox"/>	<input type="checkbox"/>	
If yes, provide an explanation and include copies of any payment agreements.				

20. If applicant is a corporation, partnership, association or limited liability company, applicant must list all **Officers, Directors, General Partners, and Managing Members**. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the Applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and submit fingerprint cards to the local licensing authority.

Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	% Owned
Name	Home Address, City & State	DOB	Position	% Owned
Name	Home Address, City & State	DOB	Position	% Owned
Name	Home Address, City & State	DOB	Position	% Owned

** If Applicant is owned 100% by a parent company, please list the designated principal officer on question #20
 ** Corporations - The President, Vice-President, Secretary and Treasurer must be accounted for on question #20 (Include ownership percentage if applicable)
 ** If total ownership percentage disclosed here does not total 100%, applicant must check this box:
 Applicant affirms that no individual other than these disclosed herein, owns 10% or more of the applicant, and does not have ownership in a prohibited liquor license pursuant to Title 47 or 48, C.R.S.

Oath Of Applicant

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.

Authorized Signature	Printed Name and Title	Date
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Report and Approval of Local Licensing Authority (City/County)

Date application filed with local authority	Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application 12-47-311 (1) C.R.S.)
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The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) has:
 Been fingerprinted
 Been subject to background investigation, including NCIC/CCIC check for outstanding warrants
 That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with, and aware of, liquor code provisions affecting their class of license
 (Check One)
 Date of inspection or anticipated date _____
 Will conduct inspection upon approval of state licensing authority

The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 12, Article 46 or 47, C.R.S.
Therefore, this application is approved.

Local Licensing Authority for	Telephone Number	<input type="checkbox"/> Town, City <input type="checkbox"/> County	
Signature	Print	Title	Date
Signature (attest)	Print	Title	Date

Town of Gypsum

Attachment to New Liquor/3.2% Beer Retail Liquor License or Renewal Application

(please type or print legibly)

Completion of the following information will aid in the review of your application for a new liquor or 3.2% beer license or annual License Renewal application in the Town Clerks office. Please answer in detail

1. Describe the nature of the proposed establishment and target market (restaurant, tavern, sports bar, families, etc.):

2. What are the proposed hours and days of operation for the establishment?

3. How many individuals will be employed at this proposed establishment and how many will be full-time versus part-time? (Please provide responsibilities, for example, assistant manager, bartender, waitstaff, door staff, etc.)

4. What is the ratio of staff to patrons for both average and peak hours of operation?

5. Describe your past training and experience in the sale/service of alcohol beverages (include any special or certified training.)

6. Describe your proposed operating manager's past training and experienced in the sale/service of alcohol beverages (include any special or certified training received):

7. What type of training is proposed for employees at this establishment in the safe and legal sale/service of alcohol beverages?

8. Describe any other types of training or operating procedures that employees will be following in the day-to-day operation of this proposed establishment:

Liquor License Packet

9. What methods will be used in checking identification for proper age of patrons (at the door, at the bar, etc.) and how will underage patrons be identified so as not to be served alcohol beverages (stamp, wrist band, etc.)?
10. Describe how the business will manage patron and employee conformance with no smoking laws, noise and other nuisance behavior (trash, intimidation of other parties, etc.) while on the premises:
11. What types of entertainment will be offered, if any, at this proposed establishment? (For example, music, pool, darts, etc.):
12. Describe special promotions or activities that may attract a larger than typical attendance and any additional or special management practices that will be employed to handle such increased attendance:
13. What types of security, if any will be provided at this proposed establishment, and will they be armed in any way?
14. If security is planned, who will provide such service, and have all of the applicable licenses been obtained?
15. What is the buildings' occupancy limit? _____ Describe an emergency building exit plan?
16. What types of alternate beverages and food/snacks will be provided at this proposed establishment?
17. What is the estimated ration of food sales to alcohol beverage sales at this establishment?

I hereby certify, under the penalty of perjury, that the information provided to the Town of Gypsum Liquor License Authority contained in this Attachment to Liquor/3.2% Beer Liquor Application is true and accurate to the best of my knowledge.

Applicants Signature

Date

COLORADO LIQUOR ENFORCEMENT Fee Schedule

Effective January 1, 2015

State Administrative and Legal Fees

Subpoena Testimony - \$200.00 for first 4 hours of appearance or on-call or travel time to court & mileage, meals, and lodging at state employee per-diem rates. Actual hourly rate for all hours in excess of four (4).

Copy Cost | .25¢ per page.

License Type and Fees	Located In	Local Fee	State Fee
Application Fee for New license	City or County	\$1000.00	\$600.00
Application fee for New License with <i>Concurrent review</i>	City or County	\$1000.00	\$700.00
Application fee Transfer of Ownership	City or County	\$750.00	\$600.00
Art License	City or County	\$41.25	\$308.75
Beer & Wine License	City	\$48.75	\$351.25
Beer & Wine License	County	\$63.75	\$436.25
Brew-Pub License	City or County	\$75.00	\$750.00
Club License	City or County	\$41.25	\$308.75
Hotel & Restaurant License	City or County	\$75.00	\$500.00
Hotel & Restaurant License with <i>optional premises</i>	City or County	\$75.00	\$500.00
Liquor licensed Drugstore	City	\$22.50	\$227.50
Liquor licensed Drugstore	County	\$37.50	\$312.50
Optional Premises License	City or County	\$75.00	\$500.00
Racetrack License City or	County	\$75.00	\$500.00
Resort Complex License	City or County	\$75.00	\$500.00
Retail Gaming Tavern License	City or County	\$75.00	\$500.00
Retail Liquor Store License	City	\$22.50	\$227.50
Retail Liquor Store License	County	\$37.50	\$312.50
Tavern License	City or County	\$75.00	\$500.00
Vintner's Restaurant	City or County	\$75.00	\$750.00
Related Fees and Permits	Located In	Local Fee	State Fee
Annual Renewal application Fee	City or County	\$100.00	\$0.00
Addition of related facility Permits to <i>existing Resort Complex License (each)</i>	City or County	\$100.00	\$75.00
Art Gallery Application	City or County	\$100.00	\$0.00
Art Gallery Permit	City or County	\$3.75	\$71.25
Art Gallery Renewal Application fee	City or County	\$100.00	\$0.00
Bed & Breakfast Permits	City or County	\$25.00	\$50.00
Branch Warehouse or Warehouse <i>Storage Permit</i>	City or County	\$0.00	\$100.00
Change of Location	City or County	\$750.00	\$150.00
Change of Trade name/Corporate name	City or County	\$0.00	\$50.00

Related Fees and Permits	Located In	Local Fee	State Fee
Corp/LLC Change (per person) <i>may be charged for background investigation by local OR state (not both) non Master File only</i>	City or County	\$100.00	\$100.00
Duplicate License	City or County	\$0.00	\$50.00
Expansion-add Optional Premises <i>to existing Hotel and Restaurant</i>	City or County	\$0.00	\$100.00
Hotel/Tavern Manager's Registration	City or County	\$75.00	\$75.00
Late Renewal Application Fee	City or County	\$500.00	\$0.00
Master file-State issued	City or County	\$0.00	\$25.00*
Mini Bar Permit (No OAP contribution) <i>with Hotel/Restaurant license</i>	City or County	\$325.00	\$0.00
Modification of Premises	City or County	\$0.00	\$150.00
Retail Warehouse Storage Permit	City or County	\$0.00	\$100.00
Special Events Permit (Liquor) per event	City or County	\$100.00	\$25.00
Special Events Permit (3.2%) per event	City or County	\$100.00	\$10.00
Temporary Permit	City or County	\$100.00	\$0.00
Winery Direct Shipper Permit	City or County	\$0.00	\$50.00
3.2% Beer Licensee Fees	Located In	Local Fee	State Fee
Retail 3.2% Beer On Premises	City	\$3.75	\$96.25
Retail 3.2% Beer On Premises	County	\$7.50	\$117.50
Retail 3.2% Beer Off Premises	City	\$3.75	\$96.25
Retail 3.2% Beer Off Premises	County	\$7.50	\$117.50
Retail 3.2% Beer On/Off Premises	City	\$3.75	\$96.25
Retail 3.2% Beer On/Off Premises	County	\$7.50	\$117.50

* Per location (Max. \$1000.00 and \$250.00 per person).

APPLICANT FINGERPRINTING PROCEDURES

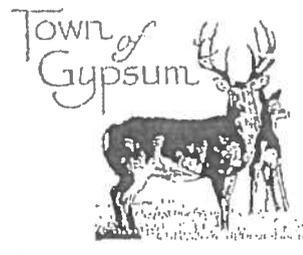
Fingerprinting can be done at the Eagle County Sheriff's Office, 0085 Chambers Ave. in Eagle between the hours of 8:00 and 4:00 pm. Delays may occur if you attempt to be fingerprinted during the 12 noon to 1:00 pm time frame.

Take with you to the Eagle County Sheriff:

- ✓ Cash or check in the amount of \$15 for the first set of prints,.
- ✓ Valid Identification such as a driver's license or ID Card.
- ✓ They will need to know the reason for the prints.

Bring with you to the Town Clerks office after being printed:

- ✓ Completed fingerprint card(s)
- ✓ Certified funds, money order or business check in the amount of \$38.50 per individual being printed, made out to the Colorado Bureau of Investigation (CBI)
- ✓ Completed Liquor Application and all attachments.



Individual History Record

To be completed by the following persons, as applicable: sole proprietors; general partners regardless of percentage ownership, and limited partners owning 10% or more of the partnership; all principal officers of a corporation, all directors of a corporation, and any stockholder of a corporation owning 10% or more of the outstanding stock; managing members or officers of a limited liability company, and members owning 10% or more of the company; and any intended registered manager of Hotel and Restaurant or Tavern class of retail license

Notice: This individual history record requires information that is necessary for the licensing investigation or inquiry. All questions must be answered in their entirety or the license application may be delayed or denied. If a question is not applicable, please indicate so by "N/A". Any deliberate misrepresentation or material omission may jeopardize the license application. (Please attach a separate sheet if necessary to enable you to answer questions completely)				
1. Name of Business		Home Phone Number	Cellular Number	
2. Your Full Name (last, first, middle)		3. List any other names you have used		
4. Mailing address (if different from residence)		Email Address		
5. List current residence address. Include any previous addresses within the last five years. (Attach separate sheet if necessary)				
	Street and Number	City, State, Zip	From	To
Current				
Previous				
6. List all employment within the last five years. Include any self-employment. (Attach separate sheet if necessary)				
	Name of Employer or Business	Address (Street, Number, City, State, Zip)	Position Held	From To
7. List the name(s) of relatives working in or holding a financial interest in the Colorado alcohol beverage industry.				
	Name of Relative	Relationship to You	Position Held	Name of Licensee
8. Have you ever applied for, held, or had an interest in a Colorado Liquor or Beer License, or loaned money, furniture, fixtures, equipment or inventory to any licensee? (If yes, answer in detail.) <input type="checkbox"/> Yes <input type="checkbox"/> No				
9. Have you ever received a violation notice, suspension, or revocation for a liquor law violation, or have you applied for or been denied a liquor or beer license anywhere in the United States? (If yes, explain in detail.) <input type="checkbox"/> Yes <input type="checkbox"/> No				

10. Have you ever been convicted of a crime or received a suspended sentence, deferred sentence, or forfeited bail for any offense in criminal or military court or do you have any charges pending? (If yes, explain in detail.) Yes No

11. Are you currently under probation (supervised or unsupervised), parole, or completing the requirements of a deferred sentence? (If yes, explain in detail.) Yes No

12. Have you ever had any professional license suspended, revoked, or denied? (If yes, explain in detail.) Yes No

Personal and Financial Information

Unless otherwise provided by law, the personal information required in question #13 will be treated as confidential. The personal information required in question #13 is solely for identification purposes.

13a. Date of Birth b. Social Security Number c. Place of Birth d. U.S. Citizen Yes No

e. If Naturalized, state where f. When g. Name of District Court

h. Naturalization Certificate Number i. Date of Certification j. If an Alien, Give Alien's Registration Card Number k. Permanent Residence Card Number

l. Height m. Weight n. Hair Color o. Eye Color p. Gender q. Race r. Do you have a current Driver's License/ID? If so, give number and state. Yes No # _____ State _____

14. Financial Information.
 a. Total purchase price or investment being made by the applying entity, corporation, partnership, limited liability company, other. \$ _____

b. List the total amount of the **personal** investment, made by the person listed on question #2, in this business including any notes, loans, cash, services or equipment, operating capital, stock purchases or fees paid. \$ _____
 * If corporate investment only please skip to and complete section (d)
 ** Section b should reflect the total of sections c and e

c. Provide details of the personal investment described in 14b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment	Account Type	Bank Name	Amount

d. Provide details of the corporate investment described in 14 b. You must account for all of the sources of this investment. (Attach a separate sheet if needed)

Type: Cash, Services or Equipment	Loans	Account Type	Bank Name	Amount

e. Loan Information (Attach copies of all notes or loans)

Name of Lender	Address	Term	Security	Amount

Oath of Applicant

I declare under penalty of perjury that this application and all attachments are true, correct, and complete to the best of my knowledge.

Authorized Signature Print Signature Title Date

Title 19

ALCOHOLIC BEVERAGES

Chapters:

- 19.02 Optional Premises Liquor Licenses
- 19.04 Purpose.
- 19.08 Violations.
- 19.10 Tastings
- 19.12 Enforcement.

Chapter 19.02

19.02.010 Optional Premises Licenses - Standards Adopted.

The following standards for the issuance of annually renewable optional premises liquor licenses, or optional premises for a hotel and restaurant licenses, (referred to throughout this Chapter as "Optional Premises License (s)") for the sale of alcoholic beverages or for storing alcoholic beverages on or off the optional premises for future use on the optional premises, are hereby adopted pursuant to Section 12-47-135.5, C.R.S., as amended.

19.02.020 Standards Additional To Standards Under The Colorado Liquor Code.

The standards contained in this Chapter shall be considered in addition to all other standards and requirements applicable to the issuance of licenses under Section 12-47-101 et seq., C.R.S., the "Colorado Liquor Code," for Optional Premises Licenses.

19.02.030 Eligible Facilities.

An Optional Premises License may only be approved when the optional premises applied for are:

(A) In the case of an application for a hotel and restaurant license, the hotel and restaurant's related outdoor sports and recreational facilities established for the convenience of its guests or the general public, located on or adjacent to the hotel or restaurant; or

(B) In the case of an application for an optional premises license, located on an applicant's outdoor sports and recreational facility (as defined in Section 12-47-103(13.5)(b), C.R.S.).

(C) The types of outdoor sports and recreation facilities which may be considered for an Optional Premises License include, without limitation, the following:

- Country clubs;
- Golf courses and driving ranges;
- Ice skating areas;
- Ski areas;

- Swimming pools.

(D) There are no restrictions on the minimum size of the outdoor sports and recreational facilities which may be eligible for the approval of an Optional Premises License.

However, the local licensing authority (as defined in Section 12-47- 103(9), C.R.S.), of the Town of Gypsum referred to throughout this Chapter as the "Local Authority") may consider the size of the particular outdoor sports or recreational facility in relationship to the number of optional premises requested for the facility.

19.02.040 Submittal Requirements.

When submitting a request for the approval by the Local Authority of an Optional Premises License, an applicant shall submit the following information to the Local Authority:

(A) A map or other drawing illustrating the outdoor sports or recreational facility boundaries and the approximate location of each optional premises applied for;

(B) A legal description of the approximate area within which the optional premises shall be located;

(C) A map or diagram showing seating, restrooms, and restricted access areas;

(D) A description of the method which shall be used to identify the boundaries of the optional premises when it is in use;

(E) A description of the provisions which have been made for storing malt, vinous, and spirituous liquors in a secured area on or off the optional premises for future use on the optional premises;

(F) A written statement setting forth what will be done to secure the optional premises and storage area or areas;

(G) A written statement indicating why the local licensing authority should grant the license;

(H) If the applicant does not own the proposed optional premises, a written statement by the owner of the premises, approving the application and license sought; and

(I) Other information deemed necessary, by the Local Authority, to insure the control of the optional premises, the ease of enforcement, and that the health, safety and welfare of the neighborhood and outdoor sports and recreational facility users will not be adversely affected should the license be issued.

19.02.050 Advance Notification.

Pursuant to Section 12-47-135(6) and (7), C.R.S., as amended, no alcoholic beverages may be served on the optional premises until the licensee provides

written notice to the state and local licensing authorities forty-eight (48) hours prior to serving alcoholic beverages on the optional premises. Said notice shall contain the specific days and hours on which the optional premises are to be used.

19.02.060 Ultimate Authority--Illegal Acts.

(A) Nothing contained herein shall preclude the Local Premises License in order to serve the public health, safety and welfare. Any such conditions may be imposed when the license is initially issued or should any specific event or use of the optional premises so warrant.

(B) It is unlawful for any person to sell, dispense or store alcoholic beverages at an outdoor sports and recreational facility: Without having first obtained a valid Optional Premises License as provided in this Chapter and the Colorado Liquor Code; or In violation of any provision, restriction or limitation of any issued Optional Premises License. (Ord. 07, series 1997)

Chapter 19.04

PURPOSE

Sections:

19.04.010 Purpose.

The purpose of this title is to provide for the regulation of the sale and possession of alcoholic beverages within the Town in order to ensure and provide for the health, safety, morals and general welfare of the Town. (Ord. 1 series 1995 SI)

Chapter 19.08

VIOLATIONS

Sections:

- 19.08.010 Prohibited Distribution.
- 19.08.020 Prohibited Possession.
- 19.08.030 Related Prohibitions.

19.08.010 Prohibited Distribution.

It is unlawful for any person to sell, serve, give away, dispose of, dispense or permit the sale, serving, giving, disposition or dispensing of any alcoholic beverage, including fermented malt beverages commonly known as 3.2 beer, to any person under the age of twenty-one (21) years, to a visibly intoxicated person, or to a known habitual drunkard. It is the responsibility of anyone licensed by the Town of licensed or licensed by the State and operating with in the Town to dispense alcoholic beverages to determine if any person is under the age of 21 or visibly intoxicated before selling, serving, giving, disposing of or otherwise dispensing such beverages to such person. (Ord. I series 1995 SI)

19.08.020 Prohibited Possession.

It is unlawful to obtain or possess in any public place, or to attempt to obtain or possess in any public place any alcoholic beverage, including 3.2 beer, by a person under 21 years of age. (Ord. I series 1995 SI)

19.08.030 Related Prohibitions.

It is unlawful for any person to assist any other person in the violation of Section 19.08.010 and 19.08.020. It is unlawful to make false statements or to furnish, present or exhibit any false documentation for the purpose of violating Sections 19.08.010 and 19.08.020. (Ord. I series 1995 SI)

Title 19-Alcoholic Beverage (Ord. 18, Series 2004)

Chapter 19.10-Tastings

19.10.01C Definitions.

As used in this Chapter, unless the context clearly requires otherwise, the following terms shall have the meanings set forth herein:

- A. "Liquor Authority" means the Town Council of the Town of Gypsum, sitting as the local liquor licensing authority of the Town.
- B. "Sample" means a one (1) ounce serving of a malt or vinous liquor or a one-half (½) ounce serving of a spirituous liquor. The term shall also include any opened bottle or container of malt or vinous liquor intended to be dispensed in one (1) ounce servings or spirituous liquor intended to be dispensed in one-half (½) ounce servings to patrons for the purpose of allowing them to taste its contents.
- C. "Tastings" means the sampling of malt, vinous or spirituous liquors that may occur on the premises of a retail liquor store licensee or liquor-licensed drugstore licensee by adult patrons of the licensee.

19.10.020 Tastings.

- A. The Town hereby authorizes tastings to be conducted by licensed retail liquor stores and liquor-licensed drugstores in accordance with this Chapter and pursuant to § 12-47-301, C.R.S. No tastings shall be conducted in any licensed retail liquor store or liquor-licensed drugstore until such establishment obtains a tastings permit from the Town.
- B. Any licensed retail liquor store or liquor-licensed drugstore desiring to conduct tastings on its premises shall obtain a permit from the Liquor Authority by first completing a tastings permit application and paying a permit fee, which shall be established by and periodically amended by resolution of the Town Council.
- C. The Liquor Authority is hereby authorized to establish the procedures for processing a tastings permit application. The Liquor Authority may deny issuance of a tastings permit if it determines that the applicant has failed to establish that the licensee is able to conduct tastings without violating the provision of this Chapter or that the granting of a permit would create a public safety risk to the neighborhood. Issued permits shall not be transferable to a new owner in the event of a sale of the permitted establishment.
- D. Tasting permits shall not be issued by the Liquor Authority until the applicant provides sufficient proof of liability insurance to

cover any potential claims that could arise as a result of serving liquor on the premises.

E. Tastings shall be subject to the following limitations:

1. Tastings shall be conducted only by a person who has completed a server training program that meets the standards established by the Liquor Enforcement Division of the Colorado Department of Revenue and who is either a retail liquor store licensee or a liquor-licensed drugstore licensee, or an employee of a licensee, and only on a licensee's licensed premises.
2. The alcohol used in tastings shall be purchased through a licensed wholesaler, licensed brew pub, or winery licensed pursuant to § 12-47-403, C.R.S., at a cost that is not less than the laid-in cost of such alcohol.
3. The size of an individual alcohol sample shall not exceed one (1) ounce of malt, or vinous liquor or one-half (½) ounce of spirituous liquor.
4. Tastings shall not exceed a total of three consecutive hours in duration per day.
5. Tastings shall be conducted only during the licensee's normal operating hours, but in no case may the tasting be conducted before 11:00 a.m. nor after 7:00 p.m.
6. Tastings may not be conducted more than 4 days in a six-day week, nor may they be conducted more frequently than one hundred four days per year.
7. Licensees shall prohibit patrons from leaving the licensed premises with an unconsumed sample.
8. Licensees shall promptly remove all open and unconsumed samples from the licensed premises or shall destroy the samples immediately following completion of the tasting.
9. Licensees shall not serve any person who is under the age of 21 years, as evidenced by a valid driver's license or identification issued by the State of Colorado; an operator's, chauffeur's or similar type driver's license containing a picture, and date of birth, issued by any state, Canada, Mexico or United States Territory; Identification card containing a picture, issued by any state for the purpose of proof of age in accordance with C.R.S. 42-2-402.; Military identification card. Passport; Alien registration card; A valid employment authorization card containing a picture and date of birth issued by the U.S. Department of Justice, Immigration and Naturalization service. No person who is exhibiting the common signs of being visibly intoxicated, including but not limited to slurring of words, poor coordination, and the heavy smell of alcohol on his or her

breath, shall be served. No person under the age of 21 shall be allowed on the premises during a tasting unless accompanied by a parent or guardian.

10. Licensees shall not serve more than 4 individual samples to a single patron.
11. Licensees shall not charge a fee for any samples dispensed to patrons.
12. No manufacturer of spirituous or vinous liquors shall induce a licensee through free goods or financial or in-kind assistance to favor the manufacturer's products being sampled at a tasting. The licensee shall bear the financial and all other responsibility for the tasting.
13. A violation of a limitation specified herein or of § 12-47-301, C.R.S., by a retail liquor store or liquor-licensed drugstore licensee, whether by his or her employees, agents or otherwise, shall be the responsibility of the retail liquor store or liquor-licensed drugstore licensee who is conducting the tasting.
14. At the discretion of the Liquor Authority, violations of these provisions shall be grounds for revocation of the tastings permit and may be considered as part of the annual review and renewal of the establishment's liquor license.
15. Prior to any revocation, suspension or imposition of fines or penalties, the Liquor Authority shall conduct a public hearing, pursuant to § 12-47-601, C.R.S., at which hearing the licensee shall be afforded the opportunity to be heard to defend the revocation, suspension, or imposition of fines or penalties.

Chapter 19.12

ENFORCEMENT

Sections:

- 19.12.010 Enforcement Officer.
- 19.12.020 Municipal Court.

19.12.010 Enforcement Officer.

The Town Council appoints the Town manager or such other person as may be designated as the alcoholic beverage enforcement officer. If such enforcement officer shall find that any provisions of the title are being violated, he has the authority to enforce this title. Enforcement may be effected via the provision of written notice demanding immediate cessation of the violation or by initiation of any action in the Municipal Court. Enforcement options shall be at the sole discretion of the enforcement officer. (Ord. I series 1995 SI)

19.12.020 Municipal Court.

Upon filing of a Complaint by the alcoholic beverage enforcement officer, the Municipal Court shall retain full jurisdiction over the matter and shall dispose of the matter within the bounds of its authority and discretion. (Ord. I series 1995 SI)

Gypsum Municipal Code

5.04.030 Optional Disciplinary Fine Procedures.

A. Whenever a decision of the Local Liquor Licensing Authority suspending a license for fourteen days or less becomes final, whether by failure of the licensee to appeal the decision or by exhaustion of all appeals and judicial review, the licensee may, before the operative date of the suspension, petition for permission to pay a fine in lieu of having the license suspended for all or part of the suspension period. Upon the receipt of the petition, the Local Liquor Licensing Authority may, in its sole discretion, stay the proposed suspension and cause any investigation to be made which it deems desirable and may, in its sole discretion, grant the petition if it is satisfied:

(1) That the public welfare and morals would not be impaired by permitting the licensee to operate during the period set for suspension and that the payment of the fine will achieve the desired disciplinary purposes;

(2) That the books and records of the licensee are kept in such a manner that the loss of sales of alcohol beverages that the licensee would have suffered had the suspension gone into effect can be determined with reasonable accuracy therefrom; and

(3) That the licensee has not had his or her license suspended or revoked, nor had any suspension stayed by payment of a fine, during the two, years immediately preceding the date of the motion or complaint which has resulted in a final decision to suspend the license.

E. The fine adopted shall be the equivalent to twenty percent of the licensee's estimated gross revenues from sales of alcohol beverages during the period of the proposed suspension; except that the fine shall be not less than two hundred dollars nor more than five thousand dollars.

C. Payment of any fine pursuant to the provisions of this section shall be in the form of cash or in the form of a certified check or cashier's check made payable to the Local Liquor Licensing Authority.

D. Upon payment of the fine pursuant to subsection C of this section, the Local Liquor Licensing Authority shall enter its further order permanently staying the imposition of the suspension. Such moneys shall be paid into the general fund of the Town.

E. In connection with any petition pursuant to this section, the authority of the Local Liquor Licensing Authority is limited to the granting of such stays as are necessary for it to complete its investigation and make its findings and, if it makes such findings, to the granting of an order permanently staying the imposition of the entire suspension or that portion of the suspension not otherwise conditionally stayed.

F. If the Local Liquor Licensing Authority does not make the findings required in subsection A of this section and does not order the suspension permanently stayed, the suspension shall go into effect on the operative date finally set by the Local Liquor Licensing Authority.

NEIGHBORHOOD NEEDS AND DESIRES GUIDELINES

After you have completed your application and submitted it for consideration, the Town Clerk's Office will set neighborhood boundaries and a public hearing date within 3 days. The neighborhood boundaries are typically one-half mile radius of the site proposed for a liquor license and the public hearing date will be not less than 30 days from the receipt of your application by the Clerk's office. You will be provided, by mail, with a copy of the boundaries as well as an acceptance of the boundaries to be signed by you and returned to the Clerk's office.

Before approving a liquor license application the Town of Gypsum Liquor Licensing Authority must consider the reasonable requirements of the neighborhood and the desires of the adult inhabitants as evidenced by petitions, remonstrance or other evidence submitted by you. The burden of producing such evidence is placed upon you, the applicant. Although the law does not require that an applicant petition the neighborhood, it is the most common form of evidence presented. If you choose to use the petitioning method for proving neighborhood needs and desires, the survey petition and summary must be used in this process.

There are professional survey firms that you may contract with; however, the decision to use any such firm is entirely yours.

Signatures obtained from the petitioning should be from residents of the neighborhood and/or owners/managers of business within the designated neighborhood boundaries and who all must be at least 21 years of age. *There is no set number of required signatures you must obtain on a petition, but you must provide the authority with sufficient evidence to support its findings that 1) the reasonable requirements of the neighborhood establish a need for the issuance of the requested license; and 2) that the desires of the inhabitants dictate the issuance of the license. The Authority will also be looking to assure that a good sampling of the designated neighborhood was taken.*

Each petition must contain a signed Affidavit of Circulator indicating that he/she personally witnessed each signature appearing on the petition and that to the best of his/her knowledge, each signature is the signature whose name it purports to be and that the address given opposite the person's name is the true business or residence address of the person signing the petition. Failure to affix a completed Affidavit of Circulator, including notarization may cause the petition to be invalidated.

If the petitioning method is used for proving neighborhood needs and desires, your petition packet must be submitted to the Town Clerk's Office no later than 8 days prior to the scheduled public hearing date for review. Within 3 days from the receipt of the packet the Town Clerk's office will provide you with a statement of review concerning the petition signatures verifying they meet the criteria mention above. The applicant will then have an opportunity amend the petition; obtain additional signatures, etc., if desired.

This information is meant only as a guideline provided by the Town of Gypsum. Applicants are encouraged to consult a private attorney for answers to legal questions or concerns.

PETITION TO THE GYPSUM LIQUOR LICENSING AUTHORITY

I, THE UNDERSIGNED, AM AWARE THAT AN APPLICATION FOR A _____ LIQUOR LICENSE HAS BEEN FILED WITH THE GYPSUM LIQUOR AUTHORITY BY:

_____ DBA _____ AND PROPOSED TO LOCATED AT _____. I AM AT LEAST 21 YEARS OF AGE AND AM A RESIDENT OR OWNER OR MANAGER OF A BUSINESS LOCATED WITHIN THE DEFINED NEIGHBORHOOD BOUNDARIES OF THE PROPOSED LIQUOR ESTABLISHMENT. I HAVE INDICATED BELOW WHETHER I CONSIDER THE GRANTING OF THE ABOVE-MENTIONED LIQUOR LICENSE TO BE DESIREABLE AND NECESSARY FOR THE REASONABLE REQUIREMENTS OF THE NEIGHBORHOOD:

Signature	Printed Name	Address	Business Owner, Manager, Resident	Date Signed	Yes	No
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

Affidavit Circulator

I, _____, do hereby certify that I was the circulator of the attached petitions and further, that I personally witnessed each signature appearing on the petitions. To the best of my knowledge, each signature thereon is the signature of the person whose name it purports to be, each address given opposite each name is the true address of the person that signed, that each person who signed the petition represented their self to be 21 years of age or older, and that each person who signed had the opportunity to read or have read to them the petition in its entirety and understands its meaning. I also hereby affirm that no promises, threats or inducements were employed whatsoever in connection with the presentation of this petition and that every signature appearing hereon was completely free and voluntarily given.

Circulator

STATE OF COLORADO)
) SS.

County of Eagle

Subscribed and sworn to before me this _____ day or _____, 20__

Notary Public

My Commission expires

SUMMARY

Dates of Petitioning _____

Total Contacts	_____
Not at Home	_____
Not Qualified to Sign	_____
Refusals to Sign	_____
Needs & Desires Met	_____
Religious Objections	_____
Would not Sign	_____
Remained Neutral	_____
Usage Objections	_____
Other	_____
Number of Signatures in Favor	_____