



To: Members of the Common Council

From: Chief Tim Styka

Date: November 28, 2011

RE: Bartender Application Form

As you are all aware, there were a number of appeals by bartender applicants who were denied a license during the application process this past year. The criteria which all licenses were approved or denied were based upon the guidelines we jointly established back in 2008. I believe those guidelines are still in the best interest of the community and reflective of the best practices in providing licenses.

However, in our review of the process we felt that by providing further clarification and rewording some of the questions on the application form, we can clear up possible areas of confusion for the applicant and be more reflective of the guidelines which are in place. I have attached a copy of the updated application form which we now have in use.

If you have any questions, please feel free to contact me.

**CITY OF MENASHA  
ALCOHOL OPERATORS LICENSE APPLICATION**

Establishment of Employment \_\_\_\_\_  
**SPECIAL EVENT** \_\_\_\_\_ **PROVISIONAL (TEMP)** \_\_\_\_\_ **REGULAR** \_\_\_\_\_ **RENEWAL** \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State/Zip Code

Phone \_\_\_\_\_ Social Security \_\_\_\_\_

Height \_\_\_\_\_ Weight \_\_\_\_\_ Eyes \_\_\_\_\_ Hair \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

Birth Date \_\_\_\_\_ Age \_\_\_\_\_ Birthplace \_\_\_\_\_

Scars, Marks, Tattoos \_\_\_\_\_

Drivers License No. \_\_\_\_\_ State of Issue \_\_\_\_\_

Expiration Date \_\_\_\_\_

**NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.**

**Please explain all yes answers completely on the back of this form!**

Do you currently have any criminal charges **pending** against you? \_\_\_\_\_

Have you ever been **convicted** of a felony? \_\_\_\_\_

Have you ever been **convicted** of a misdemeanor? \_\_\_\_\_

Have you ever been **convicted** of operating a motor vehicle while under the influence of an intoxicant or drug? \_\_\_\_\_

Have you ever been **convicted** of any law statute or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)? \_\_\_\_\_

Have you ever been **convicted** of any law, statute or ordinance pertaining to the possession, use or sale illegal drugs? \_\_\_\_\_

**I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.**

SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

WITNESS \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Expiration Date \_\_\_\_\_

Chief of Police \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

**REVOKED FOR VIOLATION:** \_\_\_\_\_

