



City of Hannibal Office of City Clerk

320 Broadway • Hannibal, MO 63401
Phone: 573-221-0111 • Fax: 573-221-8191

APPLICATION FOR LICENSE TO SELL INTOXICATING LIQUOR IN THE CITY OF HANNIBAL, MISSOURI

Name of Business _____ Phone _____

Name of Owner _____ Phone _____

Name of Applicant/Manager _____ Phone _____

Date of Birth _____ Citizenship _____ Registered Missouri Voter? Yes No

Address of Business _____ Phone _____

Applicant's Home Address _____

- Have you ever been convicted of a felony? Yes No
- Have you previously had a liquor license issued to you? Yes No
- Have you ever had a liquor license revoked? Yes No
- Will you conduct the business for which you hereby seek a license according to the laws and regulations of the City of Hannibal and liquor supervisor of the State of Missouri? Yes No
- Do you agree to obtain and keep current a surety bond in the amount of \$2,000 (Bond attached)? Yes No

Type of License desired:

- Intoxicating liquor by the drink for consumption on the premises of the licensee and for sale in the original package, \$450.00 (Two 6 month licenses, \$225.00 each)
- Intoxicating liquor at retail in the original package only, \$50.00
- Malt Liquor only at retail by the drink for consumption on the premises, \$50.00
- Intoxicating liquor wholesale to retail licensees, \$250.00
- Malt Liquor wholesale to retail licensees, \$100.00
- Manufacturing, distilling or blending of intoxicating liquor, \$500.00
- 5% Beer only, at retail, in the original package, \$22.50
- Malt Liquor and wine of no more than 14% alcoholic content at retail by the drink for consumption on the premises, \$52.50

If sale by package, state kind of business in connection therewith _____

State amount of invoice stock of such business, which must be in excess of \$1,000.00, exclusive of fixtures and liquor. _____

STATE OF MISSOURI }ss
COUNTY OF _____ }

I, _____, applicant and resident of the State of Missouri, being first duly Sworn on her/his oath, states that the foregoing facts and statements set out in this application for a license to sell intoxicating liquor at _____ located at _____

(Name of Business)

In the City of Hannibal, Missouri are true. I hereby give the City of Hannibal permission to do a background check or reference check of any kind to determine my eligibility for this license. I also understand that if this license is granted, it is not transferable to any other person or business entity.

(SEAL) _____ Signature of Applicant _____ Date _____

Subscribed and sworn to before me the undersigned Notary Public at my office on this _____ day of _____, 20 _____

My commission expires on _____, 20 _____
Signature, Notary Public _____

Approved by Police Department (Background check completed) _____
Chief of Police

Approved by City Clerk (\$2,000 Bond Attached) _____
City Clerk

Approved by Building Inspector (Zoning approved) _____
City Building Inspector

Approved by Mayor (Bond Approval) _____
Mayor



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Procedure for Obtaining a Business License in the City of Hannibal

- You first need to come to the City Clerk's Office and fill out an application for a Business License
- After Completion of the form, you will need to contact the Building Inspector (573-221-0111) to set up a mutually agreeable time to meet on your premises with the Inspector and the Fire Chief in order to see that you are in compliance with all of the required building codes, fire codes and zoning requirements for your type of business.
- Once both the Building Inspector and the Fire Chief are satisfied that you are in compliance with all codes, they will "sign-off" on the applications. You must return the completed application to the Clerk's Office.
- If you are going to serve food in your establishment, you also must obtain approval from the Marion County Health Department (573-221-1166). You need to call them and set up a time for inspection to see that you are in compliance with their rules and regulations. After the satisfaction of the Health Department, you must bring us a signed form from them stating that you are in compliance.

Procedure for Obtaining a Liquor License in the City of Hannibal

- Owner or Partner (of Corporation) must make application by completing the form obtained in the Office of the City Clerk.
- Deliver completed application to the Hannibal Police Department. They will begin a background check. This is necessary in order to obtain a Liquor License. You must allow ten (10) days from the time you apply or them to complete the check. Return the completed form, along with a \$2,000 Surety Bond and your completed business license application.

(Surety Bonds may be purchased at most insurance agencies for a fee. They will provide you with the proof that you need to bring back to us showing that you have purchased this bond. This bond MUST be kept current, since we will periodically check to see if it is still active. Therefore, if for some reason you change your bonding company, they must notify the Clerk's office so that we have the current information on file.)

Once these steps are completed successfully and the appropriate fees are paid, you will be awarded your licenses. This will allow you to conduct business in the City of Hannibal.