



**CITY OF MARYLAND HEIGHTS  
APPLICATION TO CHANGE MANAGING OFFICER -FOR LIQUOR LICENSE**

**DATE:** \_\_\_\_\_

**(PLEASE PRINT)**

1. NAME OF COMPANY

\_\_\_\_\_

d/b/a \_\_\_\_\_

Location of Business

\_\_\_\_\_

Phone No. \_\_\_\_\_

2. NAME OF APPLICANT

\_\_\_\_\_

S.S.# \_\_\_\_\_ Date of Birth \_\_\_\_\_ Home Phone No. \_\_\_\_\_

Home Address \_\_\_\_\_ Zip \_\_\_\_\_

Registered voter: Precinct No. \_\_\_\_\_ of \_\_\_\_\_ township in \_\_\_\_\_ County, MO

Has Applicant ever had a license to sell liquor revoked or suspended? \_\_\_\_\_

If yes, state: When? \_\_\_\_\_ Where? \_\_\_\_\_

Has Applicant ever been convicted or pleaded guilty to any felony or to any misdemeanor related to the sale of alcoholic beverages? \_\_\_\_\_ If yes, state:

a. Nature of charge

\_\_\_\_\_

b. Whether conviction or plea of guilty

\_\_\_\_\_

c. Date of conviction or plea

\_\_\_\_\_

d. In what court

\_\_\_\_\_

STATE OF MISSOURI )  
 ) SS.  
COUNTY OF ST. LOUIS )

Comes now \_\_\_\_\_ of lawful age, being first duly sworn upon oath, and states that he has read the foregoing Application and fully understands the same, and that the answers and statements given by him are true and correct.

Further, applicant agrees to comply with the provisions of the Ordinances of the City of Maryland Heights, Missouri relating to the manufacture, brewing, sale and distribution of intoxicating liquor and malt liquor.

\_\_\_\_\_  
Signature of Applicant

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My Term Expires: \_\_\_\_\_

-----  
APPROVALS:

City Planner _____	Date _____
Chief of Police _____	Date _____
City Council _____	Date _____

**IF YOU HAVE ANY QUESTIONS, CONTACT EMERY RANSOM OR JOANN COVA, CITY CLERK'S OFFICE (314) 291-6550.**



City of  
**MARYLAND HEIGHTS**

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**CITY OF MARYLAND HEIGHTS**

**INSTRUCTIONS FOR APPLICATION TO CHANGE MANAGING**

**OFFICER FOR LIQUOR LICENSE**

**Applicant must submit the following:**

1. Letter of appointment from company holding liquor license.
2. Maryland Heights Application to Change Managing Officer for Liquor License, completed in full.
3. Completed Applicant Release form, Attachment A.

**NOTE:** Any application by a partnership, joint venture or group other than a corporation, shall submit a list of all individuals who are members of said partnership, joint venture or group and a Supplemental Applicant Release form (Attachment B) for each.

4. One (1) photograph of Applicant.
5. Proof of paid taxes of the applicant (personal property tax receipt) for the City, County and State in which the applicant resides.
6. Proof of voter registration in the State of Missouri.
7. Background check to be processed by the Maryland Heights Police Department (free of charge).

**CHANGE OF STATUS -** Applicant is required to notify the City of any change of management or ownership or other pertinent information as soon as possible.

**EXPIRATION DATE -** All liquor licenses expire July 1 of each year.

**LICENSE RENEWALS -** Renewal forms will be mailed to license holders in April of each year and must be returned to the City Clerk's Office by May 15.

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