

**Town of Dekorra**

W8225 County Road JV

Poynette, WI 53955

608-635-2014

[townclerk@dekorra-wi.gov](mailto:townclerk@dekorra-wi.gov)**Operator License Application**

License Expires June 30, \_\_\_\_\_

- ☐ Operator (Circle one): \$45.00 New    \$35.00 Renewal  
☐ Provisional\* \$15.00    \*only available at time of original application\*

- ☐ RBT Class Pending  
☐ RBT Class Complete (Attach Certificate)

**Filling out your application****INITIAL**

1. An Operator License is a privilege, not a right. \_\_\_\_\_
2. This application must be filled out accurately and completely. \_\_\_\_\_
3. Your application will not be processed until you deal with any outstanding warrants. \_\_\_\_\_
4. Attach list of convictions as listed in "parameters for denial of an Operator's License (see back) \_\_\_\_\_

**Review of your application**

1. I understand that a background check will be performed. \_\_\_\_\_
2. If there are concerns about your background check, you may be called to appear before the Town Board. \_\_\_\_\_
3. If you are asked to appear but choose not to do so, your application may be denied. \_\_\_\_\_
4. Meetings of the Town Board are open to the public. This application is a public record subject to release. \_\_\_\_\_

Last Name		First Name		Middle Name:	Race:	Gender:
Residence: Street Address		City		State	Zip	
Phone	Birth date		Social Security number			
Establishment where employed			Employer contact name and phone			
Other names, aliases or birthdates ever used:						
Previous address in past 5 years (attach list if necessary):				From:	To:	

***I swear that the information provided in this application is true and correct to the best of my knowledge and belief. I certify I am familiar with the laws, ordinances and regulations pertaining to the sale of alcoholic beverages and I agree to obey all provisions of the law. I understand that falsification of this application will result in automatic denial. If denied, your provisional license must be surrendered to the Town Clerk immediately.***

\_\_\_\_\_  
Applicant's Signature\_\_\_\_\_  
Date**Office Use Only**

Date application received \_\_\_\_\_ ☐ Approved    ☐ Denial recommended; date presented to Town Board \_\_\_\_\_  
☐ Denied (attach reason) ☐ Denial letter sent date: \_\_\_\_\_ ☐ Appeal Date: \_\_\_\_\_ ☐ Approved/ ☐ Denied  
Provisional License -Date issued: \_\_\_\_\_ Prov. License # \_\_\_\_\_ ☐ \$15.00 Fee Paid – ☐ Check# \_\_\_\_\_ / ☐ Cash  
Operator's License – Date Issued: \_\_\_\_\_ ☐ \$45.00/new ☐ \$35.00/renewal Fee Paid – ☐ Check# \_\_\_\_\_ / ☐ Cash  
License # \_\_\_\_\_

## TOWN OF DEKORRA– OPERATOR’S LICENSE

To apply for an Operator’s License, either a proof of registration or a certificate of completion for the Responsible Beverage Service Course within the last two years, or an operator’s license within the last two years from another Wisconsin municipality must be provided. If a proof of registration is provided, a certificate of completion must be supplied before the operator’s license will be issued.

If an Operator’s License is needed immediately, a provisional license may be applied for. Only one provisional license per person per year will be issued. Provisional licenses are valid for 60 days. A provisional license is only issued when applying for a new Operator’s license.

**Licenses are issued yearly to expire June 30<sup>th</sup>.**

### **PARAMETERS FOR DENIAL OF AN OPERATOR’S LICENSE (BARTENDER LICENSE)**

**If you have two or more convictions of the offenses listed or a combination of two or more convictions of the offenses listed, your application will be recommended for denial.**

1. Giving false or incomplete information or misinformation on the Application.
2. An arrest or conviction of underage selling during the past 2 years.
3. An arrest or conviction of underage person on premise during the past 2 years.
4. Conviction of any substance abuse during the past 2 years.
5. Conviction of driving under the influence of any alcohol or controlled substance during the past 2 years.
6. Conviction of allowing another person to use operator’s license during the past 2 years.
7. Conviction of selling to an intoxicated person during the past 2 years.
8. Conviction of selling after hours in the past 2 years.
9. Conviction of selling without a license in the past 2 years.
10. Conviction of any part of Chapter 125 State Statutes, not listed above, relating to alcohol beverages during the past 2 years.
11. An arrest or conviction of charges related to the activities performed while bartending within the past 2 years.
12. **Any habitual law offender or felon** where the circumstances of the charges substantially related to the licensing activity.
13. Convictions of illegal gambling during the past 2 years.
14. A FELONY conviction substantially related to alcohol activity WILL automatically be denied.

If the license is denied at the Town Board Meeting, the Clerk shall provide the applicant a letter with reasons for denial of their license. Any applicant denied a license may appeal the decision and request a hearing before the Town Board by writing a letter to the Town Clerk within 14 days of receipt of the denial letter. The letter should state in detail the grounds for reversal of the denial and shall be signed by the applicant. The Town Clerk shall set a date and time to meet with Town Board.

**IF YOUR APPLICATION SHOULD BE DENIED BY THE TOWN BOARD, FEES ARE NON-REFUNDABLE, AND YOU CANNOT RE-APPLY UNTIL ONE YEAR AFTER THE DENIAL.**

I hereby acknowledge that I read and understand the Parameters for Denial of an operator’s license for the Town of Dekorra.

Signed\_\_\_\_\_

Date\_\_\_\_\_