

LICENSE REQUIRED

Welcome to the City of Shawnee. This guide is designed to help you through the licensing process and to summarize the regulations governing cereal malt beverage licenses in the City of Shawnee. A license approved by the governing body is required to sell both cereal malt beverages for retail (packaged cereal malt beverage) or for cereal malt beverage to be consumed on the premises of a business. You can obtain an application in the Community Development Department at City Hall, 11110 Johnson Drive. It takes approximately 25 days for the City to process a new application. Renewals must be submitted prior to December 1 of each year. Permits are valid through the end of each calendar year and must be renewed annually. Cereal Malt Beverage Licenses are non-transferable.

CEREAL MALT BEVERAGES

Cereal malt beverages includes any fermented but undistilled liquor brewed or made from malt or a mixture of malt and/or malt substitute, but does not include any such liquor which contains more than three and two-tenths percent alcohol by weight.

ZONING

You should check with the Community Development Department at (913) 742-6011 to insure that your business is zoned appropriately for the sale of cereal malt beverages. No license will be issued to a business that is within 300 feet of any school, college or church.

CITY LICENSE FEE

There is a \$50 annual City license fee for the sale of cereal malt beverages in original and unopened containers (packaged cereal malt beverages) and not for consumption on the premises. There is a \$150 annual City license fee for the sale of cereal malt beverages for consumption on the premises of a business. City ordinance prohibits a business from selling both cereal malt beverage for consumption on premises and packaged cereal malt beverages. These fees are not prorated. Should a business stop selling cereal malt beverages within the license year there is no refund of fees.

STATE LICENSE FEE

The City is required to collect a \$25 annual fee on behalf of the State of Kansas Department of Revenue. This fee pays for the cost of the retailers stamp. Without this stamp, vendors will not deliver beer to your place of business. The City will accept one check made payable to the City of Shawnee for both your state and City license fees. City staff will issue your stamp and forward the state fee to the State of Kansas.

APPLICATION

Your application with original signatures and supplemental information form for the manager or agent of your business can be submitted to the Community Development Department. Your sales tax number must be in the left hand corner of the application.

BUSINESS LICENSE

All businesses operating in the City are required to have an Business License. Before the City will issue a Cereal Malt Beverage License, the business must have or have applied for an Business License. Applications are available from the Community Development Department at City Hall. The licensing year runs from October 1 to September 30. The cost of the license depends upon the type of business and is discounted based on the amount of time remaining in the licensing year.

DISQUALIFICATION

Your agent or manager must be 21 years of age to qualify for a cereal malt beverage license. The person completing the application also must certify that the agent or manager has not been convicted in the last 2 years preceding the date of application of a felony, misdemeanor, or other violation of the laws of any city, state or the federal government for any offense involving:

- moral turpitude;
- drunkenness;
- driving a motor vehicle while under the influence of intoxicating liquor; or
- any other intoxicating liquor law.

If any answer on your application is found to be untrue, your application for a cereal malt beverage license will be denied.

REGULATIONS

- Post your license conspicuously in your business;
- Notify the Community Development Department of any changes in the manager, owner or incorporators of the licensed business;
- Provide access to law enforcement officers for enforcement purposes at all times during business hours;
- Make sure customers are off the premises prior to and not later than ½ hour after the legal hour of closing; and
- Do not sell to anyone under 21

ADDITIONAL REGULATIONS FOR BUSINESSES LICENSED TO SELL PACKAGED BEER

- No sales between midnight and 6:00 a.m. Monday through Saturday
- No sales before noon or after 8:00 p.m. on Sunday
- No sales on Easter Sunday



FOR BUSINESSES LICENSED TO SELL BEER FOR CONSUMPTION ON THE PREMISES

- No sales between midnight and 6:00 a.m. Monday through Saturday
- No sales on Sunday unless you derive 30% or more of your gross receipts from the sale of food. Businesses that have 30% in food receipts, may sell on Sundays from 6:00 a.m. to midnight.

VIOLATIONS

Any person who violates any of the provisions of the cereal malt beverage ordinance or any owner, operator, agent, manager, or employer who permits any violation of the cereal malt beverage ordinance, shall upon conviction thereof, be fined any amount not to exceed \$500, or be imprisoned not to exceed 30 days or both be fined and imprisoned. In addition, conviction of any violation, shall result in the revocation of the cereal malt beverage license. Any person convicted of serving a minor shall be fined not less than \$100 or not more than \$250 or be imprisoned not exceeding 30 days or be both imprisoned and fined.

This brochure is intended as a summary of City ordinances related to cereal malt beverage licenses. Complete copies are available at City Hall.

Shawnee City Hall
11110 Johnson Drive
Shawnee, Kansas 66203
(913) 742-6247

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CEREAL MALT BEVERAGE LICENSE

