

# LUMPKIN COUNTY ALCOHOLIC BEVERAGE LICENSE Yearly Renewal Form – Retail Dealer

**Applicant/:** \_\_\_\_\_  
**Business Name:** \_\_\_\_\_  
**d/b/a:** \_\_\_\_\_

Renewal documents are available at [www.lumpkincounty.gov](http://www.lumpkincounty.gov) under “Alcoholic Beverage License Resources” on the Commissioners’ section of the website. Packets will also be available for pickup in the Board of Commissioners Office.

## The following documents shall be submitted:

1. \_\_\_\_\_ Completed Renewal Application (eight pages)
2. \_\_\_\_\_ Sales Ratio Report (if applicable)
3. \_\_\_\_\_ Copy of Lumpkin County Business License
4. \_\_\_\_\_ Copy of State License
5. \_\_\_\_\_ Renewal License Fee Payment (Add \$350 for investigative & administrative fee)
6. \_\_\_\_\_ GCIC Requirements (Fingerprints are now taken by the County Clerk)

**Special Notice:** The payment due date for your Lumpkin County ad valorem taxes is November 15. Your Alcoholic Beverage License Renewals are due to the County Clerk the **last working day** **IMMEDIATELY PRIOR to November 15**, without penalty for late submission.

If you have questions please contact the County Clerk at 706-482-2566  
or the Deputy County Clerk at 706-482-2565.

**\*Remember to sign and date, attach proper payment, and any required documentation.**

Please complete the attached application and return to: Lumpkin County Board of Commissioners  
Attn: County Clerk  
99 Courthouse Hill, Suite H  
Dahlonega, Georgia 30533

# Lumpkin County, Georgia

## Alcoholic Beverage License Renewal – Retail Dealer

### **New Process for Obtaining State License & Local License**

HB 879-2020 authorized a statewide centralized application process for retail licensing, which allows the State and the local authority to receive applications simultaneously. This process will be used for both initial applications and renewals. With this new system, all local and state retail alcohol applications will be submitted through the Georgia Tax Center (GTC). Please visit the GTC website at <https://gtc.dor.ga.gov> to begin the process. This only applies to retail dealers, not farm wineries.

**Payment must be included with the application and be in the form of Cash, Check, Cashier's Check, Credit Card, or Money Order payable to:**

Lumpkin County Board of Commissioners  
99 Courthouse Hill, Suite H  
Dahlonega, GA 30533

**If paying via Credit Card, please add 2.5% to your overall total to cover processing fees.**

**There will be no yearly reminders for renewals.**

### **RENEWAL APPLICATION**

Please include a copy of any County, State or Federal License required for the operation of your business. Also any business required to obtain health permits, bonds, certificates of qualification, certificates of competency or any other regulatory matter must show evidence that such requirements have been met by including a copy of such with the application. **Renewal application must include any changes since last license was issued.**

All licenses issued under the provisions of this ordinance shall expire at 12:00 midnight on December 31 of the year for which it was issued. **The alcoholic beverage license shall be renewed annually prior to November 15.** Any renewal application not filed on or before the last county business day **prior to November 15** shall be assessed a late filing penalty of ten (**10 %**) percent of the cost of the license.

Incomplete applications, applications submitted without proper payment or required documentation or licensing will be returned.

#### **Required Sales Ratio Report:**

**Sales from Package Sales License not to exceed 50% of the gross income from total retail sales.**

**Sales from Consumption License not to exceed 50% of the gross income from total retail sales.**

**If you have questions please contact the County Clerk at 706-482-2566**  
**or the Deputy County Clerk at 706-482-2565.**

# Lumpkin County, Georgia

## Alcoholic Beverage License Renewal – Retail Dealer

**Business Name:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Registered Agent:** \_\_\_\_\_

*Registered Agent: All licensed establishments must have and continuously maintain a registered agent who is a Lumpkin County resident for purposes of any process, notice or demand required. This agent **may** also be the business owner, manager, partner or other party with an interest in the establishment. The registered agent's name, along with the written consent of such agent, must be filed with the Board of Commissioners. The registered agent's written consent must be attached to this application when submitted.*

Registered Agent: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

**Note: Fill in all information accurately and completely, including any changes since the last year. Be sure to keep a copy of each year's application in your business records. Renewal applications will not be accepted unless all ratio reports have been completed and submitted.**

**Lumpkin County, Georgia  
Alcoholic Beverage License Renewal – Retail Dealer**

**REGISTERED AGENT CONSENT FORM**

**Business Name:** \_\_\_\_\_

**Business Location:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

I, \_\_\_\_\_, do hereby consent to serve as the registered agent for the licensee, owner, officers and/or director and to perform all obligations of such agency under the provisions of the ordinances of Lumpkin County. Every establishment holding an alcoholic beverage license in the county must have a registered agent. The licensee *may* also be the registered agent but to serve as both licensee and agent the licensee *must* be a Lumpkin County resident. Every registered agent *must* be a resident of Lumpkin County.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Registered Agent

\_\_\_\_\_  
Type or Print Name of Registered Agent

\_\_\_\_\_  
Registered Agent's Home Address

\_\_\_\_\_  
City, State, Zip

Subscribed and Swore Before Me on The  
\_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Commission Expires: \_\_\_\_\_

Signature of Licensee: \_\_\_\_\_

# Lumpkin County, Georgia

## Alcoholic Beverage License Renewal – Retail Dealer

### AFFIDAVIT VERIFYING STATUS FOR COUNTY PUBLIC BENEFIT

By executing this affidavit under oath, as an applicant for a Lumpkin County, Georgia Business Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit as referenced in O.C.G.A. §50-36-1, I am stating the following with respect to my application for a Lumpkin County Business Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit (circle one) for

\_\_\_\_\_  
*Name of natural person applying on behalf of individual, business, corporation,  
partnership, or other private entity*

1) \_\_\_\_\_ I am a United States citizen

**OR**

2) \_\_\_\_\_ I am a legal permanent resident, 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act, 18 years of age or older and lawfully present in the United States.\*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code §16-10-20 of the Official Code of Georgia.

**Signature of Applicant:**

**Date:**

\_\_\_\_\_  
**Printed Name:**

**Alien Registration Number for non-citizens:** \_\_\_\_\_

Subscribed and Swore Before Me on The

\_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_.

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

Commission Expires: \_\_\_\_\_

**\*Note:** O.C.G.A. §50-36-1(e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of “alien”, legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

\_\_\_\_\_

# Lumpkin County, Georgia

## Alcoholic Beverage License Renewal – Retail Dealer

### Fee Schedule

Please look over the options carefully.

Select the license fees applicable to your license. Refer to Lumpkin County Alcoholic Beverage Ordinance if you are uncertain of the requirements. Please check the boxes that apply to your application:

**\*Applications also require \$350 to be added for administrative & investigative fees.**

**\*Farm Wineries use a different application.**

<u>Manufacturer (Non-Farm Wineries such as Brewery)</u>	<u>Miscellaneous</u>
_____ Manufacturer License \$1,500.00 (Principle place of business <b>in</b> Lumpkin County)	_____ Hotel-Motel In-Room Service \$100.00 (Must have concurrent consumption license at location)
<b><u>Wholesale (Non-Farm Wineries)</u></b>	_____ Brewpub License \$600.00 (Brewed for consumption <b>on</b> premises)
_____ Wholesale Dealer License \$2,000.00 (Principle place of business <b>in</b> Lumpkin County)	_____ Additional Fixed Bar License \$750.00 (Distilled spirits by the drink for consumption <b>on</b> premises-must have concurrent license at location)
_____ Wholesale Dealer License \$500.00 (Principle place of business <b>not in</b> Lumpkin County)	_____ Any Movable Bar License \$250.00 (Distilled spirits by the drink for consumption <b>on</b> premises-must have concurrent license at location)
	_____ Annual Caterer's License (single bev.) \$250.00 ( <b>circle one</b> : wine, malt, or distilled spirits) <b>Sec. 4-290</b>
	_____ Annual Caterer's License (combination) \$350.00 (combo of wine, malt bev., & distilled spirits) <b>Sec. 4-290</b>
<b><u>Retail Dealer Licenses (Gas Stations, Convenience Stores, Restaurants, etc.)</u></b>	<b><u>Non-profit Private Club</u></b>
_____ Beer/Wine Package Sales \$1,000.00 (Original packages of beer or wine for consumption <b>off</b> premises)	_____ Nonprofit Private Club License \$250.00 (Beer for consumption <b>on</b> premises)
_____ Beer/Wine Consumption \$1,000.00 (Beer or wine for consumption <b>on</b> premises)	_____ Nonprofit Private Club License \$250.00 (Wine for consumption <b>on</b> premises)
_____ Distilled Spirits Consumption \$1,500.00 (Distilled spirits by the drink for consumption <b>on</b> premises)	_____ Nonprofit Private Club License \$500.00 (Beer and wine for consumption <b>on</b> premises)
	_____ Nonprofit Private Club License \$1,000.00 (Distilled spirits for consumption <b>on</b> premises)

\*Any application to add a category of license to an existing license at a time other than the annual renewal shall be at the price set above for each additional category plus an administrative fee of \$150.00.

### **Special Event Permits** - (See Special Event Application Packets)

Catered Special Event: \$50 per event

For-Profit Businesses: \$75 per event – up to 24 days per year

Nonprofit Civic Organizations: \$50.00 per event – up to 12 days per year

# Lumpkin County, Georgia

## Alcoholic Beverage License Renewal – Retail Dealer

Applicant: \_\_\_\_\_  
(print your full name)

\_\_\_\_\_

social security number

date of birth

city, county, state, (country) of birth

Residence: \_\_\_\_\_

street (911 address)

city

county

state

zip

Phone number: \_\_\_\_\_ email address: \_\_\_\_\_

How long have you been a Lumpkin County resident? \_\_\_\_\_

Have you ever made a previous application for any alcoholic beverage license or permit in any state?  Yes  No

If **YES**, provide the following information for each and every such application:

\_\_\_\_\_

city

county

state

Provide in detail the identity of the issuing governmental authority, the business entity for which the license was filed, the date and disposition of the application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Continue on last page of application if more space is required.)

Has any previously granted alcoholic beverage license issued to you ever been revoked, suspended or restricted?  
 Yes  No

If **YES**, provide the following information for each and every such application:

\_\_\_\_\_

city

county

state

Provide in detail the identity of the issuing governmental authority, the business entity for which the license was filed, the date and disposition of the application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Continue on last page of application if more space is required.)

Is the business in operation at this time:  Yes  No

If yes, give the date business started: \_\_\_\_\_ If no, planned starting date: \_\_\_\_\_

# Lumpkin County, Georgia

## Alcoholic Beverage License Renewal – Retail Dealer

Business Name: \_\_\_\_\_

DBA (Doing Business As): \_\_\_\_\_

Business Location: \_\_\_\_\_  
*(Must be a physical location, not a post office box)*

Business Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_ email: \_\_\_\_\_

Form of Business: \_\_\_\_\_  
*(proprietorship, partnership, limited partnership, corporation, charitable corporation, limited liability company, other)*

Business Owner: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
*(Use a separate sheet for information on additional owners.)*

Federal Employer ID No.: \_\_\_\_\_, GA Sales Tax ID No.: \_\_\_\_\_

State License No.: \_\_\_\_\_, Name on License: \_\_\_\_\_

Expiration Date: \_\_\_\_\_, Business License No.: \_\_\_\_\_  
*(provide copy of license)*

Primary Business Activity: \_\_\_\_\_  
*(Be specific and list all businesses conducted under business name.)*

**Names and addresses of owners, partners, and shareholders should be provided in spaces at conclusion of form or on a separate sheet of paper, except shareholders in publicly held corporations may be omitted.**

**Indicate also any arrests or convictions of any listed owner, shareholder, partner, or the individual making this application for the last ten years, excluding minor traffic violations.**

*This application must be completed for each Alcoholic Beverage License issued by Lumpkin County.*



# Lumpkin County, Georgia Alcoholic Beverage License Renewal – Retail Dealer

## **Warning: Making any False Statement Under Oath is a Crime and Can Result In Fines or Prison Sentences**

*This document must be executed in the presence of a notary public or other officer empowered by law to administer oaths.*

### Affidavit

State of Georgia,  
Lumpkin County

Now comes \_\_\_\_\_, of \_\_\_\_\_,  
*(print name)* *(business name)*

before the undersigned officer, duly authorized to administer oaths, and, having been sworn, states as follows:

I, \_\_\_\_\_, being the \_\_\_\_\_ of the business  
*(print name)* *(job title)*  
entity listed above, declare the information contained in this application is true and correct to the best of my knowledge.\*

\_\_\_\_\_  
*(signature of applicant – sign in front of notary)*

\_\_\_\_\_  
*(date)*

The affiant, being sworn, made the  
above set out statement in my presence.

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

My Commission Expires:  
\_\_\_\_\_

\*At the time an application is submitted for any alcoholic beverage license, the applicant shall, by a duly sworn affidavit, certify that neither the applicant, nor any of the other owners of the establishment has been convicted or has pleaded guilty or entered a plea of nolo contendere to any crime involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages, including the sale or transfer of alcoholic beverages to minors in a manner contrary to law, keeping a place of prostitution, pandering, pimping, public indecency, prostitution, solicitation of sodomy, or any sexual related crime within a period of ten years immediately prior to the filing of such application.



# Lumpkin County Beer and Wine Alcoholic Beverage Sales Ratio Report

**Business Name:** \_\_\_\_\_

**dba:** \_\_\_\_\_

**Business Location:** \_\_\_\_\_

Package Sales \_\_\_\_\_ License No. \_\_\_\_\_

or

Consumption Sales \_\_\_\_\_ License No. \_\_\_\_\_

	A Gross Income From Total Retail Sales <small>(provide sum from sales tax reports)</small>	B Sales from Package Sales or Consumption Sales	C Column B = % of A
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<b>Example</b>	\$10,000.00	\$5,000.00	50%
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October – 20			
November – 20			
December – 20			
January – 20			
February – 20			
March – 20			
April – 20			
May – 20			
June – 20			
July – 20			
August – 20			
September – 20			

I certify that this return is a true and accurate report of gross income from total retail sales and sales from package sales or consumption sales for the periods listed above.

\_\_\_\_\_  
**Signature of License Holder** **Date**

\_\_\_\_\_  
**Approved** **Date**

## NON-CRIMINAL JUSTICE APPLICANT'S PRIVACY RIGHTS

As an applicant who is the subject of a Georgia and Federal Bureau of Investigation (FBI) national fingerprint/biometric-based criminal history check for a noncriminal justice purpose (such as an application for employment or a license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below. All notices must be provided to you in writing. These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.) Section 552a, and Title 28 Code of Federal Regulation (CFR), 50.12, among other authorities.

- You must be provided an adequate written FBI Privacy Act Statement (dated 2013 or later) when you submit your fingerprints and associated personal information. This Privacy Act Statement must explain the authority for collecting your fingerprints and associated information and whether your fingerprints and associated information will be searched, shared or retained.
- You must be advised in writing of the procedures for obtaining a change, correction, or update of your FBI criminal history record as set forth at 28 CFR 16.34.
- You must be provided the opportunity to complete or challenge the accuracy of the information in your FBI criminal history record (if you have such a record).
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on the information in the FBI criminal history record.
- If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>. You may find information regarding how to obtain a copy of your Georgia criminal history record on the GBI website: <https://gbi.georgia.gov/services/obtaining-criminal-history-record-information-frequently-asked-questions>.
- If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI by submitting a request via <https://www.edo.cjis.gov>. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34.) If the disputed arrest occurred in the State of Georgia, you may send your challenge directly to the GCIC. Contact information for the GCIC can be found at <https://gbi.georgia.gov/services/obtaining-criminal-history-record-information-frequently-askedquestions>.
- You have the right to expect that officials receiving the results of the criminal history record check will use it only for the authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.

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Applicant Signature

Date

## Privacy Act Statement

*This privacy act statement is located on the back of the FD-258 fingerprint card.*

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI. Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket

Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

As of 02/04/2021

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Applicant Signature

Date