Bartender License Issuance Guidelines

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Do you have a felony conviction or pending felony charge involving drugs or alcohol?

Yes. → APPLICATION AUTOMATICALLY DENIED

No. ↓

Do you have a felony or Class A Misdemeanor conviction or pending charge involving bartending?

Yes. → APPLICATION AUTOMATICALLY DENIED

No. ↓

Do you have 3 or more OWI convictions in the last 10 years?

Yes. → APPLICATION AUTOMATICALLY DENIED

No. ↓

Do you have 3 or more convictions or pending charges (including municipal citations) involving drugs or alcohol (including OWI charges and underage drinking) within the past 5 years??

Yes → APPLICATION SUBJECT TO CONDITIONAL APPROVAL BY ADMINISTRATIVE COMMITTEE

No. ↓

Do you have **any** of the following:

- 2-OWI convictions w/in 10 years
- 1-OWI conviction w/in 10 years and a pending OWI charge
- 2-Convictions or pending charges (including citations) involving drugs or alcohol (incl. OWI and underage drinking) w/in the past 5 years
- Any conviction or pending charge involving bartending
- 3+ convictions involving alcohol or drugs w/in the past 10 years

Yes. → APPLICATION SUBJECT TO CONDITIONAL APPROVAL BY CHIEF OF POLICE

Police Chief may refer applications to Administrative Committee if he believes there are issues that he cannot resolve.

No. ↓

Are there any false or incomplete statements on the application?

Yes. → APPLICATION SUBJECT TO CONDITIONAL APPROVAL BY CHIEF OF POLICE

No. ↓

If Applicant has no convictions or pending charges involving drugs, alcohol, or OWI, **or** if Applicant has only 1 OWI conviction or pending OWI charge the Application will be submitted for **APPROVAL**.

Please note that this chart cannot anticipate all circumstances or combinations of offenses that may affect the disposition of your application, and the City retains the right to refer any application to the Administrative Committee for resolution.