

HOLLAND CHARTER TOWNSHIP  
LIQUOR LICENSE APPLICATION INSTRUCTIONS

1. Please read all questions carefully, and answer all questions completely and truthfully.
2. If the applicant is a corporation, the information requested in paragraphs 6 through 10 of the Application is required for all of the directors, officers and shareholders owing a five (5%) percent interest or more therein. If the applicant is a partnership, this information is required for each partner.
3. If the applicant is a corporation or partnership, the person duly authorized to sign the Application on its behalf is responsible for obtaining necessary information from each employee, director, officer, shareholder or partner of the corporation or partnership.
4. Any material omission or material misstatement of fact may constitute grounds for denial of the Liquor License Application.
5. The Township Board may wish to have a hearing on the Liquor License Application. If so, the Township Clerk will notify you of the date, time and place of the hearing.
6. An Application fee in the amount of \$500.00 must be paid at the time the Application is submitted to the Township Manager.
7. A copy of the Holland Charter Township Liquor License Ordinance may be obtained from the Holland Charter Township Office at 353 N. 120th Avenue, Holland MI 49424 (Telephone: (616) 396-2345), on any day of the week, except Saturdays, Sundays and Holidays, between the hours of 8:00 a.m. and 12:00 noon and 1:00 p.m. and 5:00 p.m. Any questions which you have may be directed to the Township Manager at the above address.

HOLLAND CHARTER TOWNSHIP  
LIQUOR LICENSE APPLICATION

1. Applicant Information:

a. Applicant Name: \_\_\_\_\_

b. If Applicant is an individual:

Age: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

\_\_\_\_\_

c. If Applicant is a partnership, attach an additional sheet(s) containing the following information with respect to each partner:

- i. Name
- ii. Age
- iii. Business Address
- iv. Phone Number
- v. Email Address

d. If Applicant is a corporation, attach an additional sheet(s) containing the information requested in Item 1c above, with respect to each director, officer and shareholder owning a 5% interest or more.

2. Type of application (check appropriate item):

\_\_\_\_\_ New license \_\_\_\_\_  
Class of license requested

\_\_\_\_\_ Transfer from person to person \_\_\_\_\_  
Present license holder

\_\_\_\_\_ Transfer from place to place \_\_\_\_\_  
Address of new location

\_\_\_\_\_ Upgrade classification

\_\_\_\_\_  
Present classification

\_\_\_\_\_  
Requested classification

3. Premises proposed for liquor license:

a. Street Address\_\_\_\_\_

b. Legal description\_\_\_\_\_

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

c. Proposed hours of operation\_\_\_\_\_

d. Nature and character of food, merchandise, or service to be sold or offered for sale  
to members of the public\_\_\_\_\_

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

4. Attach a separate sheet summarizing the applicants past business experience and financial capability, proposed menus and other facts or proposals pertinent to the business.

5. List all assumed, trade or firm names under which the business will be conducted:

(1)\_\_\_\_\_

(2)\_\_\_\_\_

(3) \_\_\_\_\_

(4) \_\_\_\_\_

6. On a separate sheet, provide the following information about the Applicant's other liquor licenses, past or present:

- a. Name of Licensed Business
- b. Address (Identify local Unit of Government)
- c. Date of issuance of license
- d. Date of expiration, revocation or non-renewal
- e. Classification

7. Has the Applicant ever been denied approval from a local unit of government or the Michigan Liquor Control Commission for a new license, or transfer or upgrading of an existing license? \_\_\_\_\_

8. If the answer to question 7 is "yes", state the name of the governmental unit, the date of application, the type of application and the reason(s) for denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Has the Applicant, or a person conducting or managing the applicant's business, ever been convicted of or plead guilty to a felony or non-traffic misdemeanor? \_\_\_\_\_

10. If the answer to question 9 is "yes", state the name of the person, the offense, the date of conviction or plea and the court where the conviction or plea was entered: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Attach to this Application, building and site plans showing the entire structure and premises where the license is to be utilized. The building plans shall show floor plans, kitchen layout, seating arrangements, planned building alterations and other pertinent physical features. The site plan shall demonstrate adequate off-street parking, lighting, refuse disposal facilities and, if appropriate, adequate provisions for screening and noise control. The Applicant agrees that all of the construction and improvements described and shown on the building and site plans, as they may be modified in connection with the final approval of this Application, shall be commenced within six (6) months of the Liquor Control Commission's approval of the license and shall be fully completed within one (1) year of license approval.

12. The following is a list of other relevant items pertinent to this Application.

- a. \_\_\_\_\_  
\_\_\_\_\_
- b. \_\_\_\_\_  
\_\_\_\_\_
- c. \_\_\_\_\_  
\_\_\_\_\_
- d. \_\_\_\_\_  
\_\_\_\_\_
- e. \_\_\_\_\_  
\_\_\_\_\_

CERTIFICATION

Applicant acknowledges its understanding and agreement that if Applicant fails to comply with all representations and assurances contained in the Application, including, without limitation, starting, construction and completing of all building and site improvements described and shown in the plans attached to the Application as per question 11 above within the time periods included therein, that such failure shall serve as grounds for license revocation or non-renewal pursuant to Holland Charter Township Code Section 4-8.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Applicant

Its: \_\_\_\_\_  
(title)

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF OTTAWA    )

The undersigned, a Notary Public in and for the County of \_\_\_\_\_, State of Michigan, states that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me came the above-named \_\_\_\_\_, and made oath that he or she has read the foregoing Holland Charter Township Liquor License Application Instructions, and understands the same, and has read and completed the foregoing Holland Charter Township Liquor License Application by him or her subscribed, and know the contents thereof, and that the same is true of his or her knowledge, information and belief.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission expires: \_\_\_\_\_

Acting in \_\_\_\_\_ County