



City of Middleton

Alcohol Beverage Renewal General Information

General Process

- 1) Fill out the Alcohol Beverage License Renewal Application
- 2) Submit completed application no later than April 1st annually and pay applicable fees
- 3) Schedule Inspection with Middleton Rural Fire Department
 - a. Mid Star Fire Permit Portal: <https://www.midstarfirepermits.org/>
 - b. Or Call: 208-585-6650
- 4) Once approved, the renewal license will be mailed following the 2nd City Council meeting scheduled in May

APPLICATION

- Due no later than April 1st annually
 - Download [Application](#)
 - Submit Completed application
 - Be sure to include Idaho State and Canyon County Licenses
 - Submit application
 - In person at City Hall
 - Or email: citmid@middletoncity.org

FEES

- Upon submitting application, pay applicable fees. (A \$50 late fee is applied per day after April 1st)
 - In person at City Hall
 - Cash, *credit/debit card, personal check, money order or cashier's check (payable to City of Middleton)
 - *3% Credit card fee will apply and is non-refundable.
 - Mail
 - Personal check, money order or cashier's check (payable to City of Middleton)

Restaurant/Tavern Sales (On Premises)

- Beer - \$200
- Wine - \$200
- Liquor - \$562.50

Store Sales (Off Premises)

- Beer - \$50
- Wine - \$200

ADDITIONAL INSPECTIONS

- Applicant to schedule Fire Inspection
 - Middleton Rural Fire Department
 - Mid Star Fire Permit Portal: <https://www.midstarfirepermits.org/>
 - Or Call: 208-585-6650

FINAL STEPS

- Following the 2nd City Council meeting in May, applicants will be sent either the approved license or denial letter from the City Clerk via mail.



CITY OF MIDDLETON

P.O. Box 487, 1103 W Main Street, Middleton, ID 83644
208-585-3133. citmid@middletoncity.org . www.middleton.id.gov

ALCOHOL BEVERAGE LICENSE RENEWAL APPLICATION

Due Date to Middleton City Hall: April 1st

RESTAURANT/TAVERN SALES (ON PREMISES)

- () Beer (\$200.00)
- () Wine (\$200.00)
- () Liquor (\$562.50)

STORE SALES (OFF PREMISES)

- () Beer (\$50.00)
- () Wine (\$200.00)

*Applicant: _____

*Business Name: _____

*Business Address: _____

*Mailing Address (if different from business address) _____

*Business phone: _____ *Other Phone: _____

*Email address: _____

*Owner Full Name _____

- I AM OR WILL BE: Sole Owner Partner Officer Director Stock Holder Business Manager
- Owner date of birth: _____ Owner driver's license #: _____ State _____

*On-Site Manager Name (if different from owner)

- _____
- I AM OR WILL BE: Sole Owner Partner Officer Director Stockholder Business Manager

* Required information

- Sending this application & the renewal fee in advance of the due date to the City Clerk is permitted and encouraged.
- **Due Date: Applications must be received by April 1st annually.**
Failure to provide a complete and accurate application by the due date will result in a fine of fifty dollars (\$50.00) per day until the application is received. The City Clerk is not able to issue a license until all fees and applicable fines are paid in full. (Section 1-15-17-10 of the Middleton City Code).
- All establishments holding an alcoholic beverage license within the City of Middleton must schedule a fire inspection per facility. **Inspections must be scheduled through Middleton Rural Fire Department, <https://www.midstarfirepermits.org>** or by calling (208) 585-6650.

FOR CITY USE ONLY	
TOTAL: \$	_____
BEER \$	_____
WINE \$	_____
LIQUOR \$	_____
LATE FEE \$	_____
RECEIPT #	_____
LICENSE #	_____

Applicant Signature

PRINTED NAME



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ALCOHOLIC BEVERAGE RENEWAL APPLICATION Required Additional Information

1. Has the ownership or the name of the licensed on-site manager of these premises changed since the last application submitted to the Middleton City Clerk's office?

No Yes **If ownership has changed, you may not be able to use this form for renewal of your alcohol license. Please contact the Middleton City Clerk's office – 208-585-3133 for further instructions.**

2. Do you now have any direct or indirect interest in any other business licensed for the sale of alcoholic beverages?

No Yes If Yes, please list other businesses licensed for the sale of alcoholic beverages:

3. Have you, as an individual, or partner, or while an officer, director or stockholder or a corporation application or licensee ever had an alcoholic beverage license denied, suspended, or revoked by any jurisdiction granting such license, including the state of Idaho and Canyon County?

No Yes If Yes, explain each event fully:

4. Have you, any partner, or the manager of the premises (within the past three years) been convicted of a violation of any laws governing or prohibiting the sale of alcoholic beverages or intoxicating liquor? (If any of these events has occurred, this question must be answered "Yes" regardless of subsequent court action resulting in dismissal or expungement.)

No Yes Explain each event fully:

Date of Conviction _____ Place of Conviction _____ Offense _____

Date of Conviction _____ Place of Conviction _____ Offense _____

5. Have you, any partner, or the manager of the premises (within the past three years) been convicted of a violation of driving under the influence of alcoholic beverages or other intoxicating substances and/or hasn't paid the fine or completed the sentence or parole/probation for such an offense? (If any of these events has occurred, this question must be answered "Yes" regardless of subsequent court action resulting in dismissal or expungement.)

No Yes Explain each event fully:



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Date of Conviction _____ Place of Conviction _____ Offense _____

Date of Conviction _____ Place of Conviction _____ Offense _____

6. Have you, any partner, or the manager of the premises engaged in the operation of, or has been interested in, any house or place for the purpose of prostitution or engaged in any such house or premises within the city limits of Middleton which has been declared or found a moral nuisance? (If any of these events has occurred, this question must be answered "Yes".)

No Yes Explain each event fully:

7. Have you, any partner or the manager of the premises, been convicted or received a withheld judgment for any crime relating to possession of a controlled substance? (If any of these events has occurred, this question must be answered "Yes" regardless of subsequent court action resulting in dismissal or expungement.)

No Yes Explain each event fully:

Date of Conviction _____ Place of Conviction _____ Offense _____

Date of Conviction _____ Place of Conviction _____ Offense _____

8. Do you, any partner or the manager of the premises, allow conduct to occur on the premises which is defined as a moral nuisance by state law or City of Middleton ordinance?

No Yes Explain: _____

9. Do you, any partner or the manager of the premises, manage or operate the premises in a way to be a nuisance to surrounding businesses by reason of the conduct of employees or clientele constituting lewd, violent or disorderly behavior?

No Yes Explain: _____

I have read all of the above, and declare under penalty of perjury that each and every statement made is true, correct and complete.

Applicant's Signature: _____ Date: _____

FOR CITY USE ONLY

Application Approved: _____ (Date) / Application Denied: _____ (Date)

License is hereby issued this _____ day of _____, 20_____.

Notes: _____

City Clerk Signature