



ALCOHOL APPLICATION INFORMATION

1. To sell alcoholic beverages in the City of Albany & Dougherty County, you must have an Occupational Tax Certificate, Alcohol License, and a State license issued by the Georgia Department of Revenue.
2. *Applicants applying for an alcohol license in the City of Albany will be scheduled an appointment with the Chief License Inspector to complete an Alcohol Application and submit supporting documents (lease or deed for the location, corporation papers (if applicable), proper identification. The application and license fee must be in the form of a money order, cashier's check, or company check. Appointments can be scheduled in person or by phone at 229-431-2118.*
3. Applicants applying for locations in the unincorporated areas of Dougherty County must apply with the County Clerk. More information can be obtained by calling 229-302-3002.
4. *All applications must be submitted to the Mayor and Board of City Commissioners (City of Albany), or the Chairman and Board of County Commissioner (Dougherty County) for their consideration. Just because an application is submitted does not guarantee it will be approved. It is encouraged that before finalizing any lease or purchase agreement that you receive a favorable decision before making a significant investment.*
5. The applicants must reside within Dougherty County. If not, then a local agent who lives within the county must be assigned, and they must meet the same criteria as the license holder.
6. All personnel involved with the business having a direct or indirect interest cannot have been convicted of a felony, or any violation respecting the manufacture, possession, or sale of alcoholic beverages, or who has forfeited his or her bond to appear in court to answer charges for any such violations.
7. If the establishment is selling alcohol by the drink, a food permit is required to make an application with Dougherty County Environmental Health (229- 438-3943). All establishments selling by the package must obtain a permit from the Department of Agriculture (229-386-3489).
8. Alcohol locations for beer and wine must be greater than 100 yards, or for distilled spirits must be greater than 200 yards from schools. The distance from churches must be greater than 100 yards.
9. Applications for on-premises consumption must be located on an arterial or collector street.
10. Establishments must open to the general public within 180 days, or for new construction 360 days and sell those items listed within the license. Failure to open shall result in the cancellation/forfeiture of the license without any further action, and you will not be entitled to a refund.
11. If an applicant or a location has been revoked or suspended, no further applications can be accepted for 12 months from the date of the revocation or suspension.
12. The ordinances governing alcohol license can be found at www.municode.com.

Int: _____ Date: _____

LICENSE & BUSINESS SUPPORT