



City of Rogers
301 W. Chestnut
Rogers, Arkansas 72756
(479) 621-1117 – fax (479) 631-2767
www.rogersar.gov

APPLICATION FOR CITY OF ROGERS PRIVATE CLUB PERMIT

Business Name: _____

DBA Name (If Applicable): _____

Mailing Address: _____

Permit Location: _____

Business Phone: _____

Business Email: _____

Business Owners Name/s: _____

Please include the following with this application:

- A copy of [State of Arkansas ABC Division Application](#) - filled out, signed and notarized

Dispensing of alcoholic beverages under this application is strictly prohibited until (1) a City Ordinance approving this application for permit has been adopted and (2) the Alcohol Beverage Control Division has issued a permit to operate as a private club for the above location.

Once the permit is issued, it shall be prominently displayed on the permitted premises by the permittee in the same manner as required by the State for state permits.

Permit Applicant Signature

Date

ARTICLE II. PRIVATE CLUBS¹

Sec. 4-19. Permit fee.

Any private club which applies for and receives a permit from the alcoholic beverage control board of the state in accordance with A.C.A. §§ 3-9-221—3-9-225 shall pay to the city an annual permit fee of \$250.00 on a calendar-year basis. An annual renewal fee in the same amount shall be paid to the director of finance on or before January 1 of each year. The fee for permits applied for and received after January 1 of any year shall be prorated on a monthly basis for that particular year by the director of finance.

(Code 1982, § 3-1; Code 1997, § 6-26; Ord. No. 16-40, § 2(Exh. A), 5-10-2016)

State law reference(s)—Amount of municipal permit fee, A.C.A. § 3-9-223(f).

Sec. 4-20. Supplemental tax.

- (a) In addition to a permit fee, there is hereby levied a supplemental tax of five percent upon the gross proceeds and gross receipts derived by a private club from the charges to members for the serving of mixed drinks or for the cooling and serving of beer and wine for consumption only on the premises where served. The supplemental tax upon the gross proceeds or gross receipts of private clubs shall be reported and paid to the director of finance in the same manner and at the same time as reported and paid to the state commissioner of revenues, as set forth in A.C.A. § 3-9-214.
- (b) If any permittee shall fail to remit the supplemental tax on gross receipts or gross proceeds within the time provided by A.C.A. §§ 3-9-221—3-9-225, a penalty of 25 percent thereof shall become due and payable to the director of finance.

(Code 1982, § 3-2; Code 1997, § 6-27; Ord. No. 16-40, § 2(Exh. A), 5-10-2016)

State law reference(s)—Similar provisions as to state permit and taxes, A.C.A. §§ 3-9-223, 3-9-234; amount of municipal tax, A.C.A. § 3-9-223(f).

Sec. 4-21. Service, consumption of alcoholic beverages prohibited during certain hours; penalty.

It shall be unlawful for the owner, operator or any employee of a private club to serve or permit the consumption of mixed drinks, beer or wine on the premises of the private club between the hours of 2:00 a.m. and 10:00 a.m. on any day. For second and subsequent convictions of this section involving the same private club, the permit required by section 4-19 shall be suspended for a number of days equivalent to the total number of convictions involving the club in addition to the penalty. During such suspension, it shall be unlawful for the owner, operator or any employee of such private club to mix, serve or permit the consumption of alcoholic beverages on the premises of the private club.

(Code 1982, § 3-3; Code 1997, § 6-28)

¹State law reference(s)—Private clubs, A.C.A. § 3-9-221 et seq.

APPLICATION FOR PRIVATE CLUB PERMIT
MUST BE NON-PROFIT CORPORATION
on file at Arkansas Secretary of State's Office

INSTRUCTIONS

1. Answer all questions correctly and in full. **PLEASE PRINT IN INK OR TYPE.**
NOTE: FORMS MUST BE NOTARIZED.

***APPLICATION MUST BE ACCOMPANIED BY CRIMINAL BACKGROUND
INVESTIGATION RESULTS (FORMS AND INSTRUCTIONS ENCLOSED) or HAVE MET WITH LIVESCAN FOR
CRIMINAL BACKGROUND RESULTS.***

2. Permit fee is \$1,500.00 for "wet" areas and \$3,000.00 for "dry" areas. Submit half of this amount when making application after December 1 and before May 1. **NO CASH.** If application is refused, one-half of the application fee is refunded.
3. Applicant must be a citizen of the United States, or a permanent resident alien (must provide a copy of green card), and a resident of Arkansas. Applicant must also be a resident of the county in which application has been made, or live within 35 miles of the premises to be permitted.
4. The following additional materials must be submitted with your application:
 - a. Pursuant to ACT 1112 of 2017, all new private club applications must be submitted with an ordinance from the governing body of the county or municipality in which the private club wishes to be located, approving the application.
 - b. A current list of names and addresses of all members (minimum of 100). Husbands and wives are considered one membership unit. LIST MUST BE TYPED AND IN ALPHABETICAL ORDER.
 - c. A copy of the Articles of Incorporation, all amendments to the articles, and By-Laws of the club.
 - d. Non-profit corporation papers must reflect date that articles were filed with the Arkansas Secretary of State; non-profit must have been filed at least one year prior to application.
 - e. Copy of minutes authorizing this application.
 - f. If the non-profit corporation does not own the property, a copy of the lease, option to lease, option to purchase, or buy-sell agreement **in favor of the non-profit corporation** must be attached, along with a copy of the floor plan (8 ½ x 11). **THE FLOOR PLAN SHOULD SPECIFICALLY IDENTIFY ANY DESIGNATED OUTDOOR SERVICE AREAS THAT MIGHT BE COVERED BY THE PERMIT.**
NOTE: FEIN (Federal Employer Identification Number) is required for all corporations/LLC's.
 - g. A minimum of three (3) pictures of the outlet or building site. The pictures should show a front, back and side view of the **exterior** of the building. If the primary business is of serving food, you must provide a sample menu.
 - h. You must furnish a file-marked copy of the annual report required by ACT 569 of 2007 that was filed with the Arkansas Secretary of State's office.

MAIL DIRECTLY TO: Alcoholic Beverage Control Division
 101 East Capitol, Suite 401
 Little Rock, Arkansas 72201

WHEN YOUR APPLICATION HAS BEEN ACCEPTED, A NOTICE FOR PUBLICATION, A SIGN FOR POSTING OF THE PREMISES, AND A FORM FOR CERTIFICATION OF SUCH POSTING WILL BE FORWARDED TO YOU WITH NECESSARY INSTRUCTIONS.



STATE OF ARKANSAS
ALCOHOLIC BEVERAGE CONTROL DIVISION

APPLICATION FOR PRIVATE CLUB PERMIT

Private Club _____

Permit No. _____

We hereby make applications for permits to serve alcoholic beverages on our premises to the club's adult members, members of their families over the age of 21, and duly qualified guests.

FEIN# _____

Non-Profit Corporation

APPLICANT ON BEHALF OF CLUB _____
First Middle Last

HOME ADDRESS _____
Street City Zip County

BUSINESS NAME _____

BUSINESS ADDRESS _____
Street City Zip County

Is proposed location inside or outside city limits? _____

Does the club own the premises? _____ If leased, give name and address of owner:

Is your establishment primarily engaged in the business of serving food for consumption on the premises? _____

Under which system of dispensing alcoholic beverages will the club operate?

Pool/Revolving _____ Locker _____

Does anyone now hold an alcoholic beverage permit at this location? _____ If so, give name, address and permit no. (s) _____

Amount of Dues \$ _____ ANNUAL () MONTHLY ()



Give names and addresses of all officers/directors of the non-profit organization:

NAME

TITLE

ADDRESS

Has any member of the club's board of directors or other governing body, or any club officer, been under the sentence, whether suspended or otherwise, of any court for the conviction of a felony within two (2) years preceding the date of this application? YES _____ NO _____ If yes, please explain _____

Signed this _____ day of _____, _____.

Signature of Applicant/Managing Agent

Official Title

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

My Commission Expires: _____