



LIQUOR LICENSE APPLICATION PROCESS

Village of Homer Glen 708-301-0632 www.homerglenil.org

VILLAGE CODE LINK (Chapter 83, Article VII: Liquor)

<http://www.ecode360.com/28851583>

The following highlights provide guidance on the liquor license application process in Homer Glen. The process can take 6-8 weeks based on the actual turn-around time to receive the required background check.

Phone Village Hall

Call 708-301-0632 and schedule a meeting with the Village Clerk to receive the application form and guidance on the process.

Application Fee

\$1,000 for liquor license application fee is due at time of application submittal. The application fee is **non-refundable** and must be paid via a separate check.

Annual Fee

The annual fee can be paid before the Village Board meeting (for example: \$2,000 for a Class A annual license. See the table of liquor license classifications and annual fees below). Liquor licenses are renewed annually based on the Village's fiscal year from May 1 to April 30 of the following year.

Bassett Training

Bassett is alcohol awareness training. Anyone that sells alcohol has to take this training. There must be 1 person that is Bassett Certified on the premises at all times. Bassett training is done online for fee of \$25.00 per person at <http://bassetcertification.org/>

Fingerprinting

All Owners and Managers must be fingerprinted by BioMetric Impressions Corporation. Whoever will hold the liquor license must call and make an appointment for fingerprinting. It takes 2-4 weeks for the results of the background check to return. BioMetric Impressions will forward the report to the Village after it has been processed by the State. Make your appointment for fingerprinting as soon as possible so that it does not hold up your process.

BioMetric Impressions Corporation
15255 South 94th Ave, 5th Floor
Orland Park, IL 60462
(630) 532-5922

Fees are per person being fingerprinted and are paid by the applicant, \$55 cash/check; \$60 for credit/debit cards.

Dram Insurance

Tell your insurance company that you need Dram insurance.

The Village Clerk must receive a copy of the lease from the landlord, the liquor liability (Dram) insurance and the background check report (from fingerprinting) to prepare the application for the Village Board meeting.

The applicant should receive a copy of Chapter 83, Article VII, Liquor, of the Village Code at the staff guidance meeting.

LIQUOR LICENSE CLASSIFICATIONS & FEES

Class	Description	Annual License Fee	Minimum Space Size of 1,200 SF **
A	Restaurant with Service Bar	\$ 2,000	YES
B	Restaurant and Bar	\$ 2,000	YES
C	(RESERVED)	-	-
D	Package Store	\$ 2,000	NO
E	Temporary License (Max 7 consecutive days)	\$ 100 Per Event	NO
F	Beer and Wine Retail Sale	\$ 1,500	YES
G	Beer and Wine Package Sales	\$ 1,500	NO
H	Clubs	\$ 750	YES
I	Catering	\$ 1,000	NO
J	Special Events	\$ 50 Per Day	NO
K	Recreational Facility	\$ 2,000	YES
-	Special Promotional Permits	\$50 Per Event	NO
L	Agritourism Operations	\$1,000	NO
M	(RESERVED)	-	-
N	Brewery Pub	\$ 3,000, Supplemental to Class A or B License Holder	YES (Class A or B License Required)

** Per Ord 17-043 adopted June 28, 2017.