

Village of Somerset
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Liquor License Application Checklist

Applications can be found on the Department of Revenue Website
<https://www.revenue.wi.gov/Pages/AlcoholBeverage/home.aspx>

-OR-

The Village of Somerset Website
<https://www.villageofsomerset.us/forms-regulations/>

- Complete AB-200 Alcohol Beverage License Application**
Follow instructions on pages 1-4 when completing your application
- Complete AB-200AA Alcohol Beverage License Application Appendix A**
- Complete AB-100 Alcohol Beverage Individual Questionnaire**
Must be completed for EACH individual listed on the AB-200AA
- Complete AB-101 Alcohol Beverage Appointment of Agent**
Agents must attach responsible beverage server training course completion certificate or proof of previous license held within the last two years.
- Premise Description** – A complete description is required, include outdoor spaces, attach floor plan if possible.
- Wisconsin Seller's Permit**
- Beer Garden Application, if applicable**
- CTV-100 Cigarette, Tobacco, and Electronic Vaping Device Retail License Application, if applicable**
- Operator's License Application(s)**
- Fees are due at the time of submission**

License Classes and Fee Schedule

<u>Off-premise Consumption</u>	<u>On-premise Consumption</u>	<u>Miscellaneous</u>
Class "A" Beer \$75	Class "B" Beer \$100	Cigarette License \$50
"Class A" Liquor \$400	Regular "Class B" Liquor \$500	Operator's License \$10
"Class A" Liquor (cider only) \$100	Reserve "Class B" \$10,000 (one-time)	Background Check \$7 ea.
"Class C" Liquor (wine only) \$100	Beer Garden \$20.00	Publication Fee \$13

- Review all forms to make sure everything is complete and signed**
- Key Dates**
 - April 15th - Completed forms must be submitted to the Village Clerk. Fees are due at the time of submission.
 - May 1st Village must post notice of applicants in newspaper
 - 2nd Monday in May - Applications are reviewed by the Public Safety Committee
 - 3rd Tuesday in May - Applications are reviewed by the Village Board