



## CITY OF EDDYVILLE

Nancy Slaton  
Mayor

Alcoholic Beverage Control

David S. Allison  
Administrator

P O Box 744, Eddyville, KY 42038  
(270) 388-2287 Fax (270) 388-5683

### **LICENSE APPLICATION INSTRUCTIONS**

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- A. Properly complete and attach each appropriate State Application Form.
- B. If you do not own the building where you plan to establish your licensed business, you must attach a copy of your lease, dated and signed by both the lessee and lessor. Lessee must be the same party or parties as listed on the application form. The lease must be valid and in force through the full licensing period. All license periods end annually on June 30.
- C. For new businesses a City of Eddyville Occupational/Business License form must be completed and returned with the appropriate minimum license fee attached to this application form.
- D. Payment of all fees to the City of Eddyville must be submitted with this application in the form of a check, certified check, or money order.
- E. The investigative process will normally take three to five working days at the local level. If problems or questions arise, the investigation process may increase. For this reason, it is imperative that the applicant furnish a telephone number where a responsible party may be reached by the investigating officer.
- F. If you have any questions or concerns, you may contact the Eddyville Alcoholic Beverage Control Administrator, David S. Allison at (270) 388-2287 or you may visit us at the Eddyville City Hall at 153 West Main Street. Our mailing address is P. O. Box 744, Eddyville, KY 42038.

Applications for renewal of licenses required by this section shall be made for each year beginning the first day of July and extending through the last day of June of the succeeding year; Applications for renewal are to be filed with the Eddyville Alcoholic Beverage Control Administrator not less than 15 days nor more than 45 days prior to expiration.