

Steps to Obtain a City of Arab Alcoholic Beverage License

Step 1. Obtain zoning verification from City Planning & Zoning Clerk.

Step 2. Apply for state license with ABC.

Step 3. Provide City Clerk proof of application with ABC.

Step 4. Obtain alcohol license application packet from City Clerk.

Step 5. Return completed application to City Clerk with \$300.00 **non-refundable** application fee.

The Arab License Review Committee meets on an as-needed basis in the City Hall Courtroom, and the meeting must meet the public notice requirements.

Step 6. The Arab Alcohol License Review Committee will review the completed application, and make a determination on whether or not to forward the application to the City Council.

Step 7. A public hearing is set and the applicant must pay the City a publication fee of \$75.00 to advertise the meeting in the newspaper two consecutive times. The application is forwarded to the City Council for their consideration. Prior to the public hearing the applicant must provide notice to surrounding property owners, and businesses concerning their application for an alcoholic beverage license (Form 5). Also Form 6 in the packet must be turned in to the City by 12:00 noon on the Friday prior to the scheduled meeting of the City Council.

Step 8. If approved by the City Council, the City will provide ABC a letter stating that the applicant has been approved by the City.

Step 9. Provide the City with a copy of State License, and obtain a City License.