

Application process to sell Beer & Wine

Takes approximately 45 days

Obtain TABC Application from State

*Shawn Smith — (940)322-8606

624 Indiana St., Suite 302, Wichita Falls, TX or

www.tabc.state.tx.us

Must obtain 3 Packets

- (1) Location Packet
- (2) Business packet
- (3) Off Premise packet – Beer & Wine Stores
- (3) On Premise packet - Restaurants

City Secretary- 101 A Bascom Rd – 903-510-7507

County Clerk— 200 E Ferguson, Tyler in Basement

State Comptroller — 3800 Paluxy Ste. 300, Tyler (903)534-0333

They check to ensure your current on your sales tax

TABC — 624 Indiana St., Suite 302, Wichita Falls, TX
(940) 322-8606 Shawn Smith - TABC processes original
application — On Premise Packet stops here.

County Clerk/Judge — 200 E Ferguson, Third Floor

Check to ensure a copy of newspaper article is attached

Post in Kiosk at Court House 10 days

Schedule hearing with County Judge

Tax Assessor Collector, Gary Barber — to pay beer fees

TABC

Bring copy of the TABC permit to City to obtain a City of Whitehouse permit



APPLICATION FOR ALCOHOLIC BEVERAGE PERMIT

Date: _____

Applicant or Applicant's Representative: _____

Business Known As: _____

Physical Address: _____

Contact Phone No: _____

- BQ Beer and Wine Retailer's Off-Premise Permit – Permit fee \$60.00
- RM Mixed Beverage Restaurant Permit with FB – Permit fee \$750.00

I HAVE PERSONALLY REVIEWED THE PROPERTY DESCRIBED ABOVE AND HAVE DETERMINED:

The location meets proper zoning requirements. yes no

The location is in the corporate City limits of Whitehouse "wet" area. yes no

Verified by: _____ Date: _____

CITY SECRETARY'S CERTIFICATION

Signature

Date

An administrative processing fee of \$150.00 for acceptance, review, and verification of all new applications will apply. All fees must be paid at the time of application and are non-refundable. Failure to complete all information may cause a delay in processing of a permit. The City's processing of a permit could take up to thirty (30) days from the date an application is filed.

**For more information contact Stephanie Nichols
101 Bascom Road, Suite A, Whitehouse, Texas 75791
P: 903-510-7507 / F: 903-510-7501
E: snichols@whitehousetx.org / www.whitehousetx.org**