



# CITY OF DECATUR, ILLINOIS

City Clerk

#1 Gary K. Anderson Plaza

Decatur, Illinois 62523-1196

Phone: 217-424-2708

Fax: 217-450-2297

## Check List

LICENSE NO. \_\_\_\_\_ CLASS \_\_\_\_\_

### **ONLY A CLASS "A" OR CLASS "B" LIQUOR LICENSE IS ELIGIBLE FOR TRANSFER**

TRANSFER FROM - Establishment Name, Address, Zip Code: \_\_\_\_\_

TRANSFER TO – Establishment Name, Address, Zip Code: \_\_\_\_\_

Application Filed

Fee Paid

Manager's Statement - **Manager MUST reside within the limits of the City of Decatur and provide a valid Illinois Driver's License or State ID.**

Shareholder/Director Statement(s)

Articles of Incorporation

Certificate of Good Standing, State of Illinois

Certificate of Insurance

Food & Beverage Form

DEED or

Lease - **Lease must run through the current liquor licensed period.**

Letter of Consent to Transfer