

# Town of Rome Operator Application for Licenses

For individuals selling or serving alcohol, pursuant to Town of Rome Ordinance 7.02(10). **Fees are not refundable.**

- New Operator License to expire 06/30/16(\$30)   
  Two month Provisional License (\$10)  
 Renewal Operator License to expire 06/30/2017 (\$40)   
 (Provisional License issued today)

<b>Office use:</b>	<b>LICOPR-20__ -</b>	Expiration Year:
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**Filling out your application**

- An Operator License is a privilege, not a right. **Any false answers or omissions may result in the denial of your application.**
- This application must be filled out accurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident it is recommended that you disclose the information.
- If you are unsure about how to respond to any questions on this form, check with the Town Clerk for clarification.
- Your application will not be processed until you deal with outstanding warrants.
- You can obtain information regarding your arrest and conviction record from the police department, the court with which you interacted, or the Wisconsin Circuit Court Access website at [www.wcca.wicourts.gov/index.xsl](http://www.wcca.wicourts.gov/index.xsl) (CCAP may not provide a comprehensive list of ALL arrests and convictions).
- Your application will be denied if you have been convicted of a crime/ordinance violation within the time limits specified in Rome Ordinance 7.02(13). **Ordinance is available on Town of Rome Web Site [www.townofrome.com](http://www.townofrome.com)** under the Ordinance tab Chapter 7 Licensing.

**Review of your application**

- The Rome Police Department will perform a background check to verify that the information you have provided is complete and accurate.
- The police department will recommend denial to the Town Board if the application is falsified, not accurate, or doesn't meet the background required of applicants under Rome Ordinance 7.02(13).

First Name	M. I.	Last Name
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Residence: Street Address	City	State	Zip
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Phone	Date of Birth	Birth Place (City, State)	Sex
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Driver's License Number (State & Number)	Place of employment and phone #	Email Address
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Other names, aliases or birthdates ever used:

Cities and States lived in since age 18, including where you now reside:	From:	To:
	From:	To:
	From:	To:
	From:	To:
	From:	To:

Indicate whether you are a U.S. Citizen, U.S. Alien, or Temporary Resident:  
 U.S. Citizen   
  Alien   
  Temporary Resident (employment number \_\_\_\_\_)

### Arrest and Conviction Record

Since your 17 <sup>th</sup> birthday, have you ever been convicted of a felony or misdemeanor? (Including criminal traffic offenses)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been convicted by a military court-martial?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been convicted of disorderly conduct that involved violence against another person?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

### List Any Pending Citations, Tickets, or Criminal Charges

Year	Location	Charge	At the time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

### List All Citations, Tickets, Municipal/Ordinance Violations and Criminal Convictions (Excluding Parking Tickets). Attach additional paper if necessary.

Year	Location	Charge	At the time of incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

### Application must be notarized.

*The undersigned affirms that he/she made complete and true answers to each question and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.*

Subscribed and sworn before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

Notary Public Commission Expires \_\_\_\_\_

### To be filled out by the Rome Police Department

Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau or with the Rome Police Department

Files indicate that subject has the attached Criminal Arrest Record       Approved       Denied

\_\_\_\_\_  
Rome Police Department Authorized Signature

\_\_\_\_\_  
Date