



CITY CLERK'S OFFICE

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October 15, 2021

Ryan Johnson
Michael Gorder
Events on Main LLC
422 Main St
La Crosse WI 54601

Via email to ryan5533@hotmail.com and mdgorder@hotmail.com

Re: Conditional Use Permit / Combination "Class B" Beer & Liquor License
422 Main Street

This letter is to notify you that the Conditional Use Permit allowing application for a Combination "Class B" Beer & Liquor License at 422 Main Street was approved by the Common Council on October 14, 2021. Be advised that application must be submitted within 60 days of the date granted or the Conditional Use Permit becomes null and void for the remainder of the license year.

If you are seeking to secure a license as soon as possible, the filing deadline for approval at the November Council meeting is Wednesday, October 27th. If you miss that deadline, the next deadline is Wednesday, November 24th for December Council approval.

When submitting application, the licensee must be Events on Main LLC and we will need the following:

- Alcohol Beverage Retail License Application, including Schedule of Agent & Auxiliary Questionnaires
- Article of Incorporation (photocopy)
- If leased space, copy of the lease
- Wisconsin Seller Permit (photocopy)
- FEIN (photocopy)
- Fee. The fees are still reduced so the alcohol fee is \$80 (\$60 app & \$20 publication).

The applications can be filed during our public service hours which are Monday through Thursday 8:00a to 4:00p at the City Clerk workstation in the City Hall lobby.

Once received, your applications will be routed and you can expect on-sight inspections by Fire and Health. If you have any delinquencies with the City, those will need to be brought current or the licenses will be held until payment is received.

If you have any questions, feel free to contact me at the number below or Katye Sargent at 608-789-7553.

Regards,

Nikki M. Elsen, WCMC, City Clerk
elsenn@cityoflacrosse.org
608-789-7555