

SUBMIT THE FOLLOWING WITH YOUR APPLICATION:

1. Copy of Lease or proof of ownership.
2. Criminal History of all owners and managing officer on renewals only (These may be obtained through the Ellijay Police Department or the Gilmer County Sheriff's Department.) **New applicants for a Distilled Spirits On-Premise License are required to be fingerprinted.** These may be obtained at The UPS Store, #4805, 96 Craig Street, Suite 112, East Ellijay, GA 30540. Telephone (706) 698-4877, or the Ellijay Police Department. Telephone (706) 635-7430. The ORI number for the City of Ellijay **GA923184Z**. Please provide this number when making application. You must first register on-line at www.cogentid.com. Click on Georgia GAPS, Applicant Registration, City/County Government and Law Enforcement Agencies, Alcohol and Liquor License.
3. Pictures of ALL sides of building.
4. A drawing to scale, showing the nearest church, school or college, or an affidavit of a registered surveyor that the proposed location of the premises complies with the distance requirements of the ordinance, or by a statement from the City of Ellijay Code Enforcement Officer that the proposed location of the premises complies with the distance requirements as set forth in the applicable ordinance(s).
5. An affidavit of the publisher of the Times Courier certifying notice of application for a beer, wine, and/or distilled spirits license has been published at least one time per week for the three weeks preceding the regular city council meeting.
Notice in newspaper must contain:
 - 1) name of person applying
 - 2) name of owner if different than applicant
 - 3) location of proposed premises
 - 4) type of license(s) applied for

(ITEM 5 IS NOT REQUIRED ON LICENSE RENEWALS)

NOTE: A 60 DAY WAITING PERIOD IS REQUIRED FOR ALL NEW BUSINESSES. PLEASE REFER TO THE ELLIJAY CITY ORDINANCE AT https://www.municode.com/library/ga/ellijay/codes/code_of_ordinances