



State of Tennessee
County of Sevier
Application for Beer Permit
Information and Checklist

The Sevier County Beer Board meets once a month. The following items must be completed and copied provide (if applicable) before the meeting to ensure consideration of the application.

* Note: the completed application must be submitted to the Sevier County Beer Board Secretary three weeks prior to each month meeting in order to appear on the beer board agenda.

- ☐ New application completed & submitted to county beer board secretary:
Agenda Date (Beer Board Meeting): Second Monday each month @ 4 P.M.
located in Room 306W at Sevier County Courthouse
* Owner or Representative **MUST** be present at meeting for consideration of permit
*Beer Board will only meet if there are items on the agenda
- ☐ Permit application fee paid (**all fees non-refundable**) \$250.00
- ☐ Background check(s) **Tennessee Bureau of Investigation:** www.tn.gov/tbi.html
 - Beer Board will not consider applications without a completed background check on all applicants. If there are more than one owner, each owner will have to provide a background check.
 - Copy of State Issued ID
- ☐ Copy of current County Business License \$15.00
- ☐ Copy of Corporate Charter, LLC, etc. (if applicable)
- ☐ Copy of Certificate of Registration for Tennessee Sales Tax: www.tn.gov/revenue
- ☐ Copy of your recorded deed or executed lease agreement
- ☐ Owners are required to file a plat survey certified by a licensed surveyor, showing the distance from the nearest Church, School, or Public Gathering Place with their beer permit application for any of the following reasons:
 - The establishment is a located in a newly constructed building
 - The former establishment did not obtain a valid Sevier County Beer Permit
 - The former establishment obtained a valid Sevier County Beer Permit but has been closed for more than six (6) months.
 - The distance must be measure by a straight-line method rather than by street or property lines from the nearest point of the beer establishment building to the nearest point of the building of the nearest Church, School or Public Gathering Place.
- ☐ Owners are responsible for contacting building inspectors regarding permits, site plans, environment health, etc.