



CITY OF BULLHEAD CITY LIQUOR LICENSE APPLICATION PROCEDURES

The following information is provided to inform you of the steps taken by the City of Bullhead City upon receipt of your liquor license application from the Arizona Department of Liquor Licensing and Control:

1. Upon the City's receipt of your application, you will be contacted by the City Clerk's office advising that a **NON-REFUNDABLE** \$200.00 application and processing fee must be paid to the City of Bullhead City prior to the date of the meeting/public hearing when the City Council considers your application.
2. The establishment will be posted by a representative of the City with a notice of the intent to sell alcohol. **THIS DOCUMENT MUST REMAIN POSTED FOR A 20-DAY STATUTORY PERIOD, AND SHOULD ONLY BE REMOVED BY A CITY REPRESENTATIVE.**
3. The liquor license application will be scheduled for a public hearing at the next available City Council meeting following the 20-day posting period. You will be notified of the Council meeting date; and it is advisable that you are present at the meeting to answer any questions that the Council may have concerning your application.
4. As stated in the posted notice, during the 20-day posting period, written objections may be filed with the City Clerk's office. Any such correspondence will be provided to the City Council for their review and consideration. Additionally, copies of the application will be forwarded to the Bullhead City Police Department and the Community Development Department Planning Division. Representatives from these two departments will provide the City Council with staff reports indicating their recommendation of approval or any objections regarding your application.
5. After the public hearing is held by the City Council, the City Clerk's office will notify the Arizona Department of Liquor Licensing and Control, in writing, of the recommendation by the Bullhead City Council. A copy of the letter will be sent to you.

THE FINAL DECISION OF APPROVAL OR DENIAL OF YOUR APPLICATION IS MADE BY THE ARIZONA DEPARTMENT OF LIQUOR LICENSING AND CONTROL.