Village of Palatine
Liquor License Information
Park District
Class F

Definition of a Class F Liquor License:
The retail sale of alcoholic liquor at or from buildings and other facilities located on the premises designated therein, for consumption on premises and also from beverage carts operating solely on golf course premises owned by park Districts, duly established under the Park District Code.

Permitted Hours of Operation:
Hours of Operation must be on file. Changes in hours of operation must provide 48 hours notice.

Liquor License Fee: N/A

Palatine Alcoholic Beverage Seller and Server Permit:
It shall be unlawful for any liquor license holder to employ any person that has not obtained a permit to sell or serve alcoholic beverages pursuant to their license requirement.

Class F: Bartenders, Servers, Managers, Bouncers, and ID Checkers:
Palatine Alcoholic Beverage Seller and Server Permit Requirements

- Proof of completion of State certified BASSET Program or equivalent approved program
- Pass a Police Department background check

New Employees

- Must be registered with the Police Department within 72 hours after being employed by the establishment
- Must receive a Palatine Alcoholic Beverage Seller and Server Permit within 30 days from the beginning of their employment date

At all times when the premise is open and operational, at least one manager with an Alcoholic Beverage Seller and Server Permit must be on duty.

Dram Shop Insurance:
Each liquor establishment must provide the Village a Certificate of Dram Shop insurance evidencing cover for the **full term** (July 1 - June 30) of the Palatine Liquor License, with a provision for 10 days prior notice of the Village should coverage be cancelled.

Liquor License Holder Requirements:
- Must hold a valid Palatine Business License
- Must hold a valid Illinois Liquor License
- Must carry valid Dram Shop Insurance
- Must maintain a list of employees required to have a Palatine Alcoholic Beverage Seller and Servers Permit
- Must maintain a copy of the Palatine Alcoholic Beverage Seller and Servers Permit for each employee

Liquor Restriction and Violations:

- It is unlawful for any person under the age of 21 years to sell, purchase, or obtain alcoholic liquor, unless permitted by law
- No public indecency
- Peddling of alcohol is prohibited
- Premises must be kept in clean and sanitary condition
- Premises must be in full view and lighted
- Gambling is prohibited
- Sale or serving to an intoxicated person is prohibited
- Live entertainment is prohibited on the premises unless a Special Use permit is obtained
- Liquor License cannot be transferred to another individual or corporation
- Liquor License cannot be transferred to another location

Phone Numbers:

- Police Department (847) 359-9000
- Administration (847) 359-9031
- Palatine Sellers and Server Permit Questions (847) 359-9034

Websites:

- Village of Palatine www.palatine.il.us
- Palatine Liquor Info./Registration (online) www.palatine.il.us/liquor
- State of Illinois Liquor Control Commission www.state.il.us/lcc

This document was created to provide Liquor License Establishments with general information regarding the rules and regulations for holders of a Palatine Liquor License. It is the duty of each holder of a Palatine liquor License to be aware of the full regulations for the Palatine Alcoholic Beverage Code (Chapter 3 of the Palatine Code of Ordinances) and the State of Illinois Liquor Control Act (235 ILCS 5/1).