



City of Mt. Washington

311 Snapp Street

PO Box 285

Mt. Washington, KY 40047

(502) 727-0175 or (502) 538-8143

www.mtwashingtonky.org

Alcoholic Beverage Control Application Instructions

1. Complete the appropriate Kentucky State Alcoholic Beverage Control License Application.
2. Please see attached City Application with the types of licenses available in the City of Mt. Washington and the corresponding State application schedule.
3. Alcoholic Beverage Control Licenses are non-transferable. Therefore, the applicant is not permitted to use the current owner's license.
4. Run a legal advertisement in the Pioneer News for one day. You must obtain an Affidavit of Advertisement signed by the newspaper and a copy of the actual advertisement to be attached to each application form.
5. Complete the City's Alcoholic Beverage Control License application form and return it to ABC Administrator, Brent Wheeler at City Hall.
6. Payment of all fees to the City of Mt. Washington must be submitted with the City's application in the form of a Certified Check, Cashier Check or Money Order (payable to the City of Mt. Washington).
7. The investigative process will normally take 14 working days or less by the City Alcoholic Beverage Control Administrator. If problems or questions arise, the investigation time may increase. **For this reason, it is very important that the applicant furnish a telephone number where the applicant can be reached.**
8. After the City Alcoholic Beverage Control Administrator approves or denies each application, you will be notified to pick up all documents and forms and forward them to the Kentucky Alcoholic Beverage Control Board in Frankfort, Kentucky.
9. After the State issues the license, bring that copy to City Hall and the City will issue a license to post on site.

If you have any questions regarding the application process, please contact:

Brent Wheeler, Alcoholic Beverage Control Administrator (502) 727-0175

Email: blwheeler@mwpcd.org