



**Westworth Village**  
The Hidden Jewel of the Metroplex.

# Alcoholic Beverage Permit Application

City of Westworth Village – City Secretary: 817-710-2526 – bbarrett@cityofwestworth.com  
311 Burton Hill Rd., Westworth Village, TX 76114

- Application Type:     Original/ New Permit (Certificate of Occupancy Needed)  
                                Annual Renewal Permit (Copy of Current TABC License Needed)

Westworth Village Local Alcohol Permit # (for annual renewals only): \_\_\_\_\_

## APPLICANT INFORMATION

Name (must be same as the TABC applicant): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

## OWNER INFORMATION

Name (legal owner of the business): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

## BUSINESS INFORMATION

Name (as you would like it to appear on the permit): \_\_\_\_\_

Type of Business: \_\_\_\_\_

Address: \_\_\_\_\_

Legal Description: Lot #: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Permit Issued to (please check one):     Applicant                                 Owner                                 Business

Type of TABC Permit(s) (i.e. BE, BG, BL, CB, MB, etc.): \_\_\_\_\_

### Must attach:

1. A copy of TABC license and receipt for all fees paid.
2. A separate sheet listing the name(s) and address(es) of all persons with an interest in such business.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Print)

**FOR INTERNAL CITY USE ONLY**

A. Application Routed to City Secretary on (date) : \_\_\_\_\_

**B. CITY SECRETARY**

- Initial Application     Renewal Application

**FOR NEW PERMITS ONLY – 4.02 Alcoholic Beverage Sales**

- Public Hearing Scheduled
- Public Hearing Ad Placed in Newspaper with Affidavit Requested
- 1000' Letters Mailed & Copied to File
- Item has Been Placed on City Council Agenda

Date

Initials

_____	_____
_____	_____
_____	_____
_____	_____

**FOR RENEWALS ONLY**

- Verified Valid Certificate of Occupancy
- Verified Valid SUP or Use Table
  
- Permit Granted
- Permit Denied                      Date Denial Notice Mailed: \_\_\_\_\_
- Reissue Authorized

Date

Initials

_____	_____
_____	_____

Signature (City Secretary) & Date: \_\_\_\_\_

**C. INSPECTION**

Application Received on (date): \_\_\_\_\_

*Verify the following information has been inspected. Initial & date each verification*

- Business has Valid TABC License
- Business has Certificate of Occupancy on File
- Business is Allowed to Sell Alcohol as Specified in Zoning District
- Business has had No Code Violations (reissues only)

Date

Initials

_____	_____
_____	_____
_____	_____
_____	_____

**D. PERMITS DEPARTMENT**

- Permit Number Issued: \_\_\_\_\_
- Permit Mailed
- Filed in Permits Department with Certificate of Occupancy

Date

Initials

_____	_____
_____	_____
_____	_____

**\* Route to City Secretary when Certificate of Occupancy is Revoked**

**E. RECORDS DEPARTMENT**

Retention: GR1000-36 – Keep until expiration, cancellation, revocation, or denial + 2 years.