

- Late applicants can purchase a provisional license to cover them until the next board meeting.

### **125.185 Provisional retail licenses.**

- (1) A municipal governing body that issues licenses authorizing the retail sale of fermented malt beverages, intoxicating liquor or wine shall issue provisional retail licenses. The municipal governing body may by ordinance establish standards under which provisional retail licenses shall be issued and shall by ordinance designate the municipal official having authority to issue provisional retail licenses.
- (2) A provisional retail license may be issued only to a person who has applied for a Class "A", Class "B", "Class A", "Class B" or "Class C" license and authorizes only the activities that the type of retail license applied for authorizes.
- (3) The municipal governing body shall by ordinance establish the fee for a provisional retail license. The fee may not exceed \$15.
- (4) A provisional retail license expires 60 days after its issuance or when the Class "A", Class "B", "Class A", "Class B" or "Class C" license is issued to the holder, whichever is sooner. The official who issued the provisional retail license may revoke the license if he or she discovers that the holder of the license made a false statement on the application.
- (5) Notwithstanding sub. (1), a municipal official may not issue a provisional "Class B" license if the municipality's quota under s. [125.51 \(4\)](#) prohibits the municipality from issuing a "Class B" license.
- (6) No person may hold more than one provisional retail license for each type of license applied for by the holder per year.

**History:** [1995 a. 23](#).

DOR Agent: Zach's email is [Zachary.Dolan@Wisconsin.Gov](mailto:Zachary.Dolan@Wisconsin.Gov).

- Late applicants can pay for a special board meeting.
- Increased publication costs.
- No sales after July and wait until the next meeting.

Letter Example:

May 23, 2023

Dear License Holder,

This is further notice, informing you that your current liquor license will expire June 30, 2023. All Liquor License applications were due to City Clerk by May 5, 2023.

**If, your applications are not received, and filled out correctly by June 2, 2023, your applications will not be approved by the Common Council for your July 1, 2023, renewal.**

Consequently, if not received by June 2, 2023, **you must cease all alcohol sales effective July 1, 2023.** Unlicensed Premises Sales: The sale of alcohol beverages at an unlicensed premises is prohibited (see sec. 125.06, Wis. Stats., for a list of exceptions).

I have enclosed a copy of the letter previously sent on April 17, 2023, as well as a checklist for your reference.

Delinquent Taxes/Fees: Licenses cannot be issued to establishments with delinquent taxes, wholesale debt, utilities in arrears or unpaid license fees until payment has been made in full.

Please know that there will now be an additional fifty (\$50.00) dollar late fee per application.

**Please verify all applications and forms are completed before submitting. Incomplete applications and/or forms will not be collected, delaying the process of your application further.**

If you have any questions, please contact our office at your convenience.

Thank you,

Clerk/Treasurer

Encl.