



CITY OF GILLETTE

Αδμινιστρατιβε Σερwiches Δεπαρτμεντ – Χιτη Χλερκ Διωισ

10V

Καρλενε Αβελσέτη, Χιτη Χλερκ/Πριντ Σηοπ
Π.Ο. Βοξ 3003 Γιλlette, Ωψομινγ 82717-3003
Πηονε (307) 686-5210 Φαξ (307) 686-4081

December 16, 2014

KNIGHTS OF COLUMBUS
PO BOX 271
GILLETTE, WY 82717

Dear Buddy Cater:

Enclosed you will find two (2) partially completed renewal applications for your review. Please review the content of the applications ensuring the accuracy of the information, and complete all applicable areas. Sign both applications and have your signature notarized. Return to me no later than Friday, December 19th by noon. This renewal process is required as the County and the City liquor licensing periods are different. Your current liquor license will expire February 7, 2015 and the City's licenses won't expire until March 31, 2015.

The public hearing notice will publish twice, once on December 22nd, and again on December 29th, scheduling a public hearing for the consideration of the renewal on January 6, 2015. Once approved, your current licenses' expiration date will extend from February 7, 2015 to March 31, 2015.

I am in the beginning stages of renewing the city liquor licenses so you will get another renewal application that will need to be completed and returned no later than January 16th. With this renewal application a check in the amount of the licensing fee of \$100 (if you have an additional dispensing room add \$67), plus \$7 for publishing costs. Also, a diagram of your dispensing room (requested by the Wyoming Liquor Division), and invoices showing at least \$500 in alcohol/malt beverage purchases will be required in order to complete the renewal requirements needed for the 2015/2016 licensing period.

I know this might be confusing so if you have questions, please don't hesitate to call me at 686-5210. I look forward to working with you in the upcoming years and assisting you with any liquor licensing issues you may have.

Sincerely,

Karlene Abelseth
City Clerk