



Town of Newbold

6103 Point Drive
Rhineland, WI 54501
715-362-1092

kgauthier@newboldwi.gov

April 18, 2025

Dear Liquor License Holder:

Enclosed you will find liquor license **renewal** forms for the licensing period July 1, 2025, through June 30, 2026.

On-line, fillable forms can be found at our website: www.newboldwi.gov under "Forms, Applications, Permits".

1. Form AB-200 Alcohol Beverage License Application:

Complete the form and answer **all** the questions indicated. Fees are indicated.

Make checks payable to Town of Newbold.

All real estate and personal property taxes must be paid before a license is issued!

Note: Question #19, Premises Description must be completed by applicant. If you have activities such as horseshoes, volleyball, beer gardens, parking lot sales, etc., outside of your main building, this area must be included in the description of your premise/property.

2. Form AB-100 Alcohol Beverage Individual Questionnaire:

All individuals involved in the alcohol beverage business **MUST** complete this form (sole proprietor, all partners, officers or directors or agent of a corporation/nonprofit, members and agent of an LLC).

3. Form AB-103 Marriage Affidavit - NEW in 2025: (if applicable)

Complete this form when both you and your spouse have, or have applied for, an interest in different tiers of WI alcohol beverage industry (production, distribution, or RETAIL).

4. Form AB-101 Appointment of Agent:

Complete this form if a **Corporation or Limited Liability Company (LLC)**. State law **requires** an agent to be appointed and take responsibility for the licensed premises.

5. Bartender/Operator's License:

Bartenders are responsible for completing the bartender/operator application (every year). For your convenience, the form is enclosed and may be distributed to individuals applying for or renewing an Operator's license. (This form may be duplicated or find the form on our website at www.newboldwi.gov).

Fees: \$15 for renewal or \$25 for a new license in Newbold. A copy of a previous license or certificate of completion of the responsible beverage servers' course within the **LAST 2 YEARS must be provided**.

6. Cigarette and Tobacco License: If you are seeking a license to sell cigarettes or tobacco call for an application or visit our website at: www.newboldwi.gov in "Forms, applications, Permits".

Return completed forms and fees to Clerk NO LATER THAN: Thursday, May 15, 2025, for action by the Town Board at the last board meeting in May.

State law requires applications to be filed with the Clerk no later than 15 days prior to Board action.

If you have any questions, please contact me.

Sincerely,

Kim Gauthier, Newbold Town Clerk