CLASS A INFORMATION SHEET
BUSINESS OWNERS/MANAGERS

GENERAL INFORMATION:

1) All persons employed or used in Class A licensed businesses who dispense, sell, serve, encourage or further the sale of alcoholic beverages are required to obtain a classified employee license. **These employees shall include, but not be restricted to bartenders, barmaids, waiters, waitresses, cocktail waiters or waitresses, exotic dancers, bouncers, doorpersons, disc jockeys and managers.**

2) All employees or managers and any owner who works in the business must attend a Vendor/Server **Training Class before licenses will be issued.**

3) Employees' licenses must be on the premises of their place of employment at all times (whether on or off duty). **Employees are not allowed to perform any services on the licensed premises without a current valid classified employee license.** (Employees **cannot** work on the payment receipt for these licenses.)

4) Hours of operation are from 6:00 a.m. to 2:00 a.m., Monday through Saturday. **All sales of alcoholic beverages must cease at 2:00 a.m.**

5) Hours of closing are from 2:30 a.m. to 6:00 a.m., Monday through Saturday. **All persons must be out of the building at 2:30 a.m.**

6) The owner and any licensed employees may be on the licensed premises on **Sundays** between 2:30 a.m. and 7:00 p.m. for the sole purpose of taking inventory, cleaning up and doing minor maintenance; however, **no sale, dispensing or consumption of alcoholic beverages shall be permitted.**

7) **A person must be at least 21 years of age to purchase alcoholic beverages.**

8) Any business location zoned **CAB-1** is required to operate primarily as a restaurant with "primarily" being defined as **over 50%** of the business being from the sale of food.

MOST COMMON GROUNDS FOR SUSPENSION OR REVOCATION OF LICENSES:

1) Any misstatement or suppression of fact required to be given in applying for a license.

2) Failure to pay any taxes, sales use taxes, or penalties levied by the City-Parish.

3) Failure to immediately notify the police of any disturbance, fight or similar incident or any violation of a criminal nature occurring on the licensed premises of which the owner, manager, or person in charge had knowledge of or which he should have known.

4) Failure to cooperate fully with any law enforcement officer or A.B.C. agent conducting an investigation concerning the licensed premises.

5) Allowing any person under 18 years old to visit the licensed premises where the principal commodity sold is alcoholic beverages.

6) Allowing unlicensed employees to sell or serve alcoholic beverages.

7) Sell or serve alcoholic beverages to any underage or intoxicated persons.

8) Allowing the removal of open containers, containing alcoholic beverages from the licensed premises.

9) Failure to notify the A.B.C. Board of any change of ownership or allowing any person to operate on the license issued, other than the person or business listed on the license.

Acknowledged and received by:_____
Owner/Manager Print and Sign

Trade Name of Business:_____

Address of Business:_____ Phone #_____

Previous Business Name & Owner:_____ Date:_____

Reviewed by:_____ Date:_____
ABC Representative