



**BUILDING DEPARTMENT**

600 MORTON STREET  
RICHMOND, TX 77469  
P: 281-232-6871  
FAX: 281-238-1215

**ALCOHOL BEVERAGE APPLICATION**

Check One:     New Alcohol Beverage             Renewal Alcohol Beverage

**BUSINESS OWNER INFORMATION**

Business Location: \_\_\_\_\_

Business Name: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Residential Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Date of Birth: Month: \_\_\_\_\_ Date: \_\_\_\_\_ Year: \_\_\_\_\_

Identification: Give the type of Government issued ID such as a Driver's License or state ID and issuing Entity along with the number.

Type: \_\_\_\_\_ Issuing Entity: \_\_\_\_\_ No: \_\_\_\_\_

**TEXAS ALCOHOL BEVERAGE COMMISSION**

**IF NEW, THE APPLICANT MUST ATTACH A TRUE AND CORRECT COPY OF THE COMPLETED STATE TABC APPLICATION. FAILURE TO ATTACH THIS COPY WILL VOID THIS APPLICATION.**

**IF A RENEWAL, THE APPLICANT MUST ATTACH THE STATE RENEWAL ALCOHOL BEVERAGE PERMIT RECEIPT.**

**ALL APPLICATIONS MUST BE COMPLETED, SIGNED AND DATED. INCOMPLETE APPLICATIONS WILL BE RETURNED.**

TABC License Number: \_\_\_\_\_ Effective Date: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

TABC License type applying for: (ex.BG, BF, BE, FB, MB) \_\_\_\_\_

**FEES**

All fees due to the City of Richmond shall be paid in full before issuance of the permit. All returned checks will be assessed a returned check fee as applicable and a stop work order will be issued and remain in effect until such time a valid complete payment is received. "Credit card payments are assessed a 3% convenience fee. No refunds or credits, all transactions are final."

**DISCLAIMER & SIGNATURE**

*I certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The approval of this application does not presume to give authority to violate or cancel the provisions of any other state or local law regulating such work or the operation thereof. Falsification or errors in this application may result in immediate revocation of the approval/issuance and be subject to prosecution as allowed by law.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

*Form updated on 08/21/2019*

Applications can be sent to the Building Department by email [permits@richmondtx.gov](mailto:permits@richmondtx.gov), faxed to 281-238-1215 or submitted to our office at 600 Morton St Richmond TX 77469.