



## PERSONNEL STATEMENT

Instructions: A personnel statement must be executed under oath, by the Primary Applicant and by each Additional Applicant (see definitions in City Code Section 6-1) applying for an alcoholic beverage license. Each question must be fully answered. If space provided is not sufficient, answer the question on a separate sheet and indicate in the space provided that a separate sheet is attached. A personnel statement for all the above persons must be submitted with each license application.

1. Full Name \_\_\_\_\_
2. Full name and address of business of which this personnel statement is a part:  
\_\_\_\_\_
3. Position of applicant in business: \_\_\_\_\_
4. Applicant's ownership interest percentage (if any) in this business: \_\_\_\_\_
5. Do you have any financial interest, or are you employed in any wholesale or retail business engaged in distilling, bottling, rectifying or selling alcoholic beverages? \_\_\_\_\_  
If yes, give names and locations and amount of interest in each: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Have you ever had any financial interest in an alcoholic beverage business which was denied a license? \_\_\_\_\_  
If so, give details: \_\_\_\_\_
7. Has any alcoholic beverage business in which you hold, or have held, any financial interest, or are employed, or have been employed, ever been cited for any violation of the rules and regulations of the State Revenue Commissioner relating to the sale and distribution of alcoholic beverages? \_\_\_\_\_ If so, give details: \_\_\_\_\_  
\_\_\_\_\_
8. If during the past ten years you have bought and sold any alcoholic beverage business, give details (date, license number, persons and considerations involved). \_\_\_\_\_  
\_\_\_\_\_
9. Have you ever been denied bond by a commercial security company? \_\_\_\_\_ If so, give details: \_\_\_\_\_  
\_\_\_\_\_
10. Other names used by applicant: Maiden name, names by former marriages, former names changed legally or otherwise, aliases, nicknames, etc. Specify which, and show dates used: \_\_\_\_\_  
\_\_\_\_\_
11. Home address \_\_\_\_\_ Home Phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business Phone \_\_\_\_\_
12. Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_
13. Single \_\_\_\_\_ Married \_\_\_\_\_ Widowed \_\_\_\_\_ Divorced \_\_\_\_\_ Separated \_\_\_\_\_
14. If married or separated, complete the below requested information on spouse/partner:  
Full name of spouse: \_\_\_\_\_  
Birth Name: \_\_\_\_\_ Date of Birth: \_\_\_\_ - \_\_\_\_ - \_\_\_\_



## PERSONNEL STATEMENT (Continued)

15. Employment Record for the **past ten years** (Give most recent experience first):

Dates Employed (from/to)				Occupation and Description of Duties Performed	Salaries Received	Employers	Reason for Leaving
Month	Year	Month	Year				

16. List of all of your residences for the **past ten years** (Give current/most recent residence first):

Dates		Street	City	State
From	To			

17. Have you ever been arrested, or held by Federal, State or other law-enforcement authorities, for any violation of federal law, state law, county or municipal law, regulation or ordinances? (Do not include traffic violations. All of the charges must be included, even if they were dismissed. Give reason charged or held, date, place where charged, disposition. If no arrest, write no arrest. After last arrest is listed, please write no other arrest).

\_\_\_\_\_

\_\_\_\_\_

18. Attach photograph (front view) taken within the past year.

19. For a criminal background check, I will submit (check one):  my fingerprints (via GAPS)

OR  a Criminal History Consent Form (repeating applicant only)



**Note: Before signing this statement, check all answers and explanations to see that you have answered all questions fully and correctly. This statement is to be executed under oath and subject to the penalties of false swearing and it includes all attached sheets submitted herewith.**

State of Georgia, \_\_\_\_\_ County

I, \_\_\_\_\_ do solemnly swear, subject to the penalties of false swearing that the statements and answers made by me as the applicant in the foregoing personnel statement are true and correct.

\_\_\_\_\_  
Applicant's Signature

I hereby certify that \_\_\_\_\_ signed his/her name to the foregoing application stating to me that he/she knew and understood all statements and answers made therein, and, under oath, actually administered by me, has sworn that said statements and answers are true and correct.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

(Seal)