



# CITY OF IOWA CITY

## RENEWAL APPLICATION FOR EXCEPTION CERTIFICATE

(BY LICENSED ESTABLISHMENT WHOSE PRIMARY BUSINESS PURPOSE IS NOT THE SALE OF ALCOHOLIC BEVERAGES, WINE OR BEER PURSUANT TO CITY CODE SECTION 4-5-8.)\*

**CAUTION:** An application alone does not entitle an establishment to exception from the provisions of Section 4-5-8 of the City Code prohibiting persons under the age of twenty one (21) from being present in licensed or permitted establishments. An exception is not effective until a certificate is issued by the Chief of Police and posted at every entrance in view of patrons in accordance with the provisions of City Code.

**Directions:** Complete Section A **AND** one of the following. All applications should be filed with the City Clerk, 410 E. Washington Street, Iowa City, IA 52240.

- Existing establishments must complete Section B (Page 2).
- New establishments desiring a temporary 6-month certificate must complete Section C (Page 3).
- New establishments with a temporary 6-month exception certificate desiring a certificate for the remainder of the duration of the license must complete Section D (Page 4).

### A. General Information (must be completed by all applicants)

Licensed or Permitted Establishment: \_\_\_\_\_

Address: \_\_\_\_\_

Owner Submitting Application: \_\_\_\_\_

The ordinance requires that an exception certificate, if granted by the Police Chief or designee, be posted at every entrance.

If granted, number of certificates required: # \_\_\_\_\_ (please specify)

\*For specifics of the under 21 law you must refer to ordinance #03-4073 AND 10-4388 available from the City Clerk or available on the City website [www.icgov.org](http://www.icgov.org)

**B. Existing Licensed or Permitted Establishment** (Existing establishments making an initial application and at the time of license renewal must complete Section "B".)

STATE OF IOWA     )  
                                  ) ss:  
JOHNSON COUNTY )

\_\_\_\_\_, being first duly sworn on oath, states as follows:

1. I am an \_\_\_\_\_ [accountant/certified public accountant] doing business in Iowa City, Iowa at \_\_\_\_\_ [address].

2. I have reviewed records made in the regular course of the \_\_\_\_\_ 's [licensed or permitted establishment] business for purposes of determining whether said licensed or permitted establishment qualifies for an exception to the provisions of Section 4-5-8 of the City Code regarding the presence of persons under the age of 21 in licensed or permitted establishments.

3. The records maintained by \_\_\_\_\_ [licensed or permitted establishment] in the regular course of its business establish that on average over a calendar year \_\_\_\_\_ % of said licensed or permitted establishment's gross sales on the premises are from the sale of goods and services other than alcoholic beverages, wine or beer, which sales do not include income from fees charged to gain entry to or remain on the premises, such as cover charges, drink mixes or any part of an alcoholic beverage as defined in Chapter 123 of the Code of Iowa.\*

\_\_\_\_\_  
Signature of Accountant

Subscribed and sworn to before me by \_\_\_\_\_  
on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

**OFFICE USE ONLY**

- 1) Additional information requested on \_\_\_\_\_ (date) as follows:
- 2) Exception Certificate for Period \_\_\_\_\_ Issued on \_\_\_\_\_ (date).
- 3) Exception Certificate Denied on \_\_\_\_\_ (date).

Police Chief or Designee Review: \_\_\_\_\_  
signature

\* Pursuant to Section 123.3(4) of the Code of Iowa "alcoholic beverage" means any beverage containing more than one-half of one percent of alcohol by volume including alcoholic liquor, wine, and beer.