



TO: Business Submitting Beer Permit Application

**Important: If you are purchasing a business that has an existing beer permit, present owner must continue to operate the business until you receive your beer permit in order for beer sales not to cease. New owner cannot sell beer under another business owner's permit.**

The City of Columbia Beer Board meets on the second Wednesday of each month at 9:00 a.m. at the Police Department, 707 North Main Street. If all of your inspections are not approved by the first Wednesday deadline for the following Wednesday's meeting, you will be placed on the next month's agenda. **THERE ARE NO SPECIAL CALLED MEETINGS.**

The application process is approximately a three week process depending on the recommended repairs required by inspectors. The Beer Board Secretary, Tineka Davis, will notify inspections that you have submitted an application and are ready to be inspected. **After that, it is your responsibility to stay in close contact with the inspectors and make any needed repairs in order for them to approve your inspections.**

Inspections must be approved by the following:

Police Department	560-1685
Stephen Otero, Fire Marshal	560-1740
Building Inspections Dept	560-1540
Sanitation Dept	388-8650
Paul Keltner, Development Services	560-1560

All of your inspections must be completed and approved by the above inspectors on the first Wednesday before the meeting on the following Wednesday in order to be placed on the agenda for the Board's approval on the Wednesday meeting date.

**Beer Board Members are:**

Chairman Demetrius Dooley	380-1291
Vice-Chairman - Vacant	
Michah Fleming	797-4925
Gary Ledbetter Jr.	698-5199
Blair Parkes Hickman	380-5434

**CITY OF COLUMBIA BEER BOARD**

**Tineka Davis – Secretary**

**931-560-1685**

City of Columbia 700 North Garden Street Columbia, Tennessee 38401 931.560.1520

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