

# City of Berea ABC License Process



## ➤ Apply for a license through Kentucky ABC

- Businesses can apply for a state license by going to [abc.ky.gov](http://abc.ky.gov). The process takes 45-60 days for State ABC to process new applications due to premises inspections.

## ➤ Newspaper Advertisement

- Applicants are required by Kentucky ABC to submit an advertisement in the local newspaper (Berea Citizen). The ad must declare intent to apply for a license. Kentucky ABC will not issue a license for at least 30 days from the date of advertisement.

## ➤ After applying through the state ABC

- After all state requirements are met, the city administrator will be notified and contact the applicant. A city ABC inspection will be conducted of the business by the ABC Administrator, Fire Chief, City Codes Department, and Madison County Health Department. If the applicant is approved by all inspectors, the state will be notified of the city's approval.

## ➤ Completion

- After city inspection, the city administrator will approve the license through the state ABC portal. This notifies the state of all requirements met. State ABC will mail the state license to city administrator, where applicant will be notified to pay city fee's and be issued both state and local license.

**ABC Administrator**

**Captain Casey Botkin**

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