Application for Operator's/Bartender's License

CASH OR CHECK ONLY

☒ New Applicant

☐ Renewal License #:_____

FEES ARE NON-REFUNDABLE

☐ Operator License - $72.00

☒ Operator License plus a provisional - $87.00

Date Received: 07/15/2026

Receipt #: 10623-6

Note: Please allow approximately 3 weeks for application processing.

SECTION 1 – APPLICANT INFORMATION

Legal Name (First name, MI, Last name)	Maiden or Previous
Delare Henley	

Street Address	City	State	Zip
909 Westfield Ln	Neenah	WI	54956

Driver's License Number/State Identification Number	State Licensed In

Date of Birth	Gender	Phone # (Required)	Email Address:
	M		

Name and Address of Establishment you will be selling alcohol - (verify establishment is within City of Appleton limits)

Pick n Save 511 W Calumet St

SECTION 2 - NEW APPLICANT ONLY: You are required to list each and every violation and/or offense for which you have been convicted in or out of state. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License? (YES) NO

If Yes; which Municipality and what year? Neenah 2022

Have you EVER been convicted of a felony? (YES) NO

If Yes; when, where and what type of violation? (Please be specific) Delivery of CS 2006

Have you EVER been convicted of a misdemeanor or ordinance violation? (YES) NO

If Yes; when, where and what type of violation? (Example: speeding, OWI) OWI 3rd 2023, Speeding 2005, Fail to stop 2026

SECTION 3 - RENEWAL APPLICANT ONLY: List any pending charges, citations, tickets, and all convictions since last license application in or out of state. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License? YES (NO)

If Yes; which Municipality and what year?_____

Have you been convicted of a felony since last license application? YES NO

If Yes; when, where and what type of violation? (Please be specific)_____

Have you been convicted of a misdemeanor or ordinance violation since last license application? YES NO

If Yes; when, where and what type of violation? (Example: speeding, OWI) _____

SECTION 4 – NEW APPLICANT ONLY

☑ Must provide proof of completion of a Responsible Beverage Server Course.

SECTION 5- PENALTY NOTICE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature: _____ Date: 7/15/26

FOR OFFICE USE ONLY

Current License in Other Municipality?	Class Completion Date:	Date Sent to Appleton Police Department:
N/A	04/26/2026	07/15/2026

Date Approved:	Issue Date:	Expiration Date:	License Number:
___/___/___	___/___/___	06/30/2028	

Return completed form to: Office of the City Clerk, 100 N Appleton St, Appleton WI 54911

Revised 2-20-2024