



City of Franklin

109 3rd Ave S
Franklin, TN 37064
(615)791-3217

Meeting Agenda

Beer Board

Tuesday, February 9, 2016

4:30 PM

Board Room

Call To Order

Approval of Minutes

1. [16-0162](#) Approval of Minutes from January 12, 2016
2. [16-0106](#) Consider application of SFM, LLC d/b/a Sprouts Farmers Market. 1010 Murfreesboro Road, Suite 194, Corey MacCauley, Managing Agent, for off premises consumption.

Attachments: [Sprouts.pdf](#)
3. [16-0107](#) Consider application of OM Franklin Oil Inc., 1125 Murfreesboro Road, Mihir Patel, Managing Agent, for off premises consumption.

Attachments: [OM Franklin.pdf](#)
4. [16-0108](#) Consider application of The Westhaven Foundation d/b/a Whiskey Warmer. 401 Cheltenham Avenue, Amy Law, Managing Agent for on premises, special event, event date & hours: March 12, 2016, 6:00 PM until 9:00 PM.

Attachments: [Whiskey Warmer.pdf](#)
5. [16-0156](#) Consider application of Jack & Jameson's LLC d/b/a Jack & Jameson's Smokehouse, 509 Hillsboro Road, Rick Shannon, Managing Agent, for on premises consumption.

Attachments: [Jack & Jameson's Smokehouse.pdf](#)
6. [16-0158](#) Consider application of Cool Springs HB LLC d/b/a L & L Hawaiian Grill, 2000 Meridian Blvd, Suite 100, Frederick Amano, Managing Agent, for on premises consumption.

Attachments: [L & L Hawaiian Grill.pdf](#)

7. [16-0159](#) Consider Application Of Quinn's Neighbourhood Pub LLC D/B/A Quinn's Neighbourhood Pub And Eatery, 1010 Murfreesboro Road, Suite 118, Jeffrey Hall, Managing Agent For On Premises Consumption.

Attachments: [Quinn's Neighbourhood Pub LLC.pdf](#)

Other Business

Adjournment

ANYONE REQUESTING ACCOMMODATIONS DUE TO DISABILITIES SHOULD CONTACT A.D.A. COORDINATOR, AT 791-3277 AT LEAST 10 DAYS PRIOR TO THE MEETING, IF POSSIBLE.

16-4

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

☐ ON PREMISES PERMIT
☒ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT HOURS OF EVENT _____

DATE PERMIT NEEDED _____

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. Applicant (Owner) SFM, LLC

Person ☐ Firm ☐ Corp ☐ LLC ☒ Joint-stock co. ☐ Syndicate ☐ Association ☐

2. List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.

SFM, LLC 5455 E. High Street, Suite 111, Phoenix, AZ 85054

3. If the applicant is a corporation, are they authorized to do business in the State of Tennessee? yes

4. Under what trade name will this business operate?

Sprouts Farmers Market

5. Location of the business by street address.

1010 Murfreesboro Road, Suite 194, Franklin, Tennessee 37064

Phone number of the business (615) 567-0191

6. Please give the following information on the person who will be managing the business. This person is an owner _____ or a managing agent ☒ _____.

Name _____

Drivers l _____

Date of b _____

Home ph _____

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name Connie Behrens Title Indirect Tax Manager

Mailing Address 5455 E. High Street, Suite 111

City, State, Zip Phoenix, AZ 85054

Daytime contact phone number (480) 814 8016

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes _____ No ☒.

If so, specify number n/a. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

n/a

9. Do you own the premises on which you will operate? No
If no, please give the name and address of the property owner.

Franklin Iron Wood Retail Partners and Madison Brookside Cary JV Member, LLC

c/o Brookside Properties; 2002 Richard Jones Road, Nashville, TN 37215

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? no If so, give particulars of each charge, court and date convicted.

n/a

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No X If so, please give date, place and cause of said revocation.

n/a

12. Give the name and address of the former beer permittee at this establishment.

none

13. Give applicant's history of involvement in the beer business, if any.
The applicant and affiliated companies sell beer at over 200 grocery stores.
-
-

14. Give applicant's employment record for the past 10 years.

n/a

15. What is the exact nature of the business in which you are applying for a beer permit? (Restaurant, tavern, motel, etc.)

Grocery store

16. Will a full course menu be served? no

17. Will separate and sanitary facilities be maintained for men and for women? yes

18. Will dancing be allowed on your premises? no
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? n/a

19. Does your company have a training policy for employees regarding the sale of beer to minors? Yes X No

If yes, explain the procedure in detail or you may provide a separate attachment.

We train every employee for age identification and intoxication.

See attached training policy

If no, do you plan to implement a training policy in the future? n/a

20. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
- (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
- (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
- (d) You will rigidly enforce the law against sales to minors.
- (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
- (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
- (g) You will not attempt to transfer this permit to anyone else.
- (h) You will display this permit in a prominent place in your establishment.
- (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
- (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
- (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.
- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

SFM, LLC

By: [Signature]

Signature of Applicant/Owner (or Authorized Corporate Officer) Brandon Lombardi, Secretary

On behalf of: SFM, LLC

Name of Business Entity

Sworn to and subscribed before me this 14 day of December, 20 15

[Signature]
Notary Public

My Commission Expires: 3/24/2019



Official Use Only

Application Fee \$ 250.00 Date Paid 1-7-16
Privilege Tax \$ 92.00 Date Paid 1-7-16
Board Meeting Date 2, 9, 16

Attachment for Beer Permit Application

Question 2: The following sets forth the owners and officers of SFM, LLC:

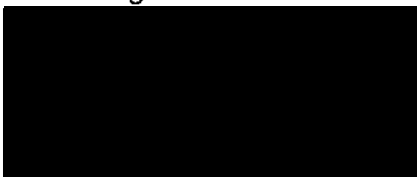
Sprouts Farmers Markets Holdings, LLC
100% /Owner
5455 E. High Street
Phoenix, AZ 85054



Amin N. Maredia
Chief Executive Officer
16175 North 41st Street

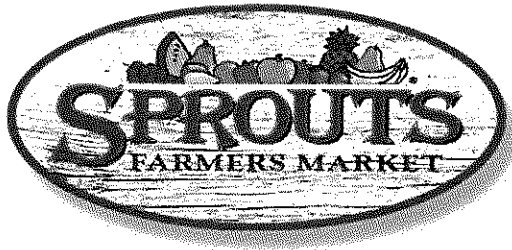


Brandon Frederick Lombardi
Chief Legal Officer & Secretary



James Nielson
Chief Operating Office/President



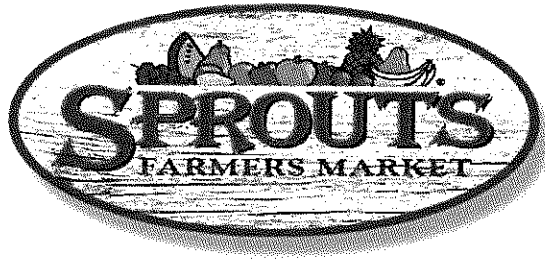


Alcohol Beverage Sales in Stores

Sprouts' is committed to responsible sales of alcoholic beverages and expects any team member who sells alcohol to strictly comply with state law. In accordance to this commitment, you are required to follow the procedures listed below:

- All team members who sell alcoholic beverages are required to successfully complete any state required Alcoholic Beverage Commission Certified Seller/Server Training Course when beginning employment. (Requirements vary by state.)
- You cannot sell an alcoholic beverage to anyone under the age of 21.
- Carefully follow the steps below for anyone who appears to be under 30 years old:
 - Ask, "Are you at least 21 years of age?" before asking for identification (ID). In case of a "sting" operation, the underage customer cannot lie.
 - If the answer is "no", refuse to make the sale and call the Head Cashier or Store Mgmt to your register.
 - If the answer is "yes", request to see the customer's ID. Do not ask the customer to state their birthdate.
- Acceptable documentation is a valid state driver's license with a photo, a state issued photo ID, military ID or passport.
- Carefully check the ID to determine its authenticity.
- Verify the date of birth and check the appearance on the ID against the customer's features. Enter the birthdate to approve purchase.
- The Store Manager should be informed if there is any appearance of forgery or tampering.
- In the absence of authentic ID call the Head Cashier or a manager to the register immediately.
- Do not sell an alcoholic beverage to anyone who appears to be intoxicated. If the customer shows signs of intoxication, you or the Head Cashier should notify the Store Manager.
- **Carefully and accurately enter the customer's birth date in the register when carding the customer.**
- If the customer's date of birth declines, refuse the sale.
- All alcohol returns and/or exchanges must be authorized by a member of management (such as Head Cashiers, Store Managers, and other store management). Customers receiving an exchange must be at least 21 years of age—follow the same steps to verify age as outlined above.

You are cautioned to be extremely careful in your sale of alcoholic beverages. The responsibility for ensuring alcohol is not sold to minors is yours. It is one of the few legal products you can sell that could put you in jail if proper procedures are not followed. Failure to abide by this policy may also result in termination of employment.



ALCOHOL POLICY ACKNOWLEDGMENT FORM

I have received, read, understand and agree to abide to this policy. This document must be signed and returned to the Store Manager or Admin Coordinator to be placed in your electronic personnel file on location. Compliance with this policy is a condition of employment and continued employment. A Team Member who fails to follow this policy is subject to disciplinary action, up to and including termination.

Print your name

Signature

Team Member Badge Number

Store #

Date

POLICE DEPARTMENT

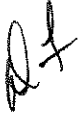
Deborah Y. Faulkner, EdD
Chief of Police



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 10, 2016

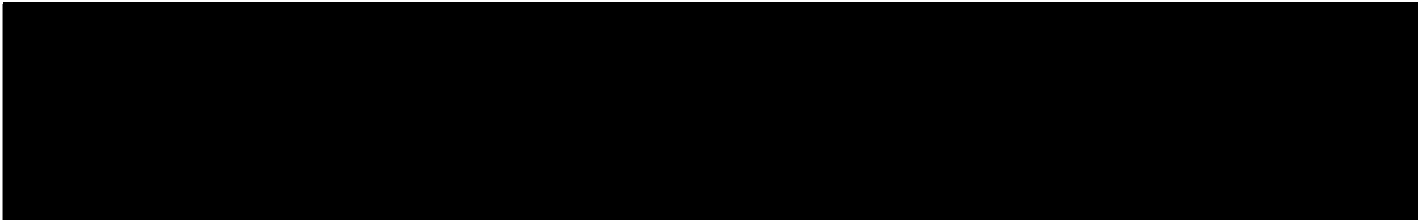
TO: Chief Deborah Y. Faulkner 

FROM: Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Corey MacCauley, Managing Agent for Sprouts Farmers Market and found to be clear.

A check was completed through LexisNexis/Accurint and revealed the following:



Requested by: Christy McCandless

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-7-16
TO: POLICE CHIEF
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT
BEER BOARD MEETING DATE 2-9-16

- ☐ Applicant is requesting a temporary permit. Please return ASAP.
☒ Please return by 1-21-16 to provide information for Beer Board meeting agenda.

Name of Business Sprouts Farmers Market
Location of Business 1010 Murfreesboro Rd # 194
Name of applicant SFM, LLC

Managing Agent

Drivers License #

Date of Birth

- ☐ Recommend
denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.
☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-7-16
TO: CODES DEPT
FIRE DEPT
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

☐ ON PREMISES PERMIT
☒ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

☐ Applicant is requesting a temporary permit. Please return ASAP.

☒ Please return by 1-21-16 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-9-16

Name of Business Sprouts Farmers Market

Location of Business 1010 Murfreesboro Rd #194

CODES DEPT

[Signature]

Building Inspector

1-7-16

Date

FIRE DEPT

Fire Inspector

Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-7-16
TO: CODES DEPT
FIRE DEPT
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☐ ON PREMISES PERMIT
☒ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

☐ Applicant is requesting a temporary permit. Please return ASAP.

☒ Please return by 1-21-16 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-9-16

Name of Business Sprouts Farmers Market

Location of Business 1010 Murfreesboro Rd # 194

CODES DEPT

Building Inspector

Date

FIRE DEPT

Annalisa B. Dye
Fire Inspector

1-11-16
Date

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF
FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE
TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

DATE PERMIT NEEDED Feb-01

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. Owner (Applicant) Alpesh Kumar Patel
 Person ☐ Firm ☐ Corp ☒ LLC ☐ Joint-stock co. ☐ Syndicate ☐ Association ☐
2. List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.
Alpesh Kumar Patel 216 CARPENTER AVE, TIFTON, GA. 31793
Mihir Patel 20 E Judith Ann Dr, Mount Prospect, IL 60056
3. If the applicant is a corporation, are they authorized to do business in the State of Tennessee? yes
4. Under what trade name will this business operate?
OM FRANKLIN OIL INC
- City of Franklin business account number 20336

5. Location of the business by street address. For special event, list location of the event.

1125 MURFREESBORO RD, FRANKLIN, TN 37064

Phone number of the business 224-388-1346, 229-848-2037

6. Please give the following information on the person who will be managing the business. This person is an owner ☒ or a managing agent ☐.

Name 

Drivers license 

Date of birth 

Home phone 

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name MEHIR M PATEL Title OWNER

Mailing Address 1125 MURFREESBORO RD.

City, State, Zip FRANKLIN, TN 37064

Daytime contact phone number 224-388-1346

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ☐ No ☒.

If so, specify number _____. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

9. Do you own the premises on which you will operate? NO
If no, please give the name and address of the property owner.

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? NO If so, give particulars of each charge, court and date convicted.

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No ☒ If so, please give date, place and cause of said revocation.

12. Give the name and address of the former beer permittee at this establishment.

Shell Gas station
1125 Murfreesboro Rd, Franklin, TN 37064

13. Give applicant's history of involvement in the beer business, if any.

OM Gallatin Oil Inc,
4800 Gallatin Pike, Nashville, TN 37216

14. Give applicant's employment record for the past 10 years.

Speego Gas Station
1939, Whiddon Mill Rd, Tifton, GA 31793

15. What is the exact nature of the business in which you are applying for a beer permit?
(Restaurant, tavern, motel, etc.)

Shell Gas Station, Convenience Store

16. Will a full course menu be served? NO

17. Will separate and sanitary facilities be maintained for men and for women? yes

18. Will dancing be allowed on your premises? NO

If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? _____

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
- (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
- (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
- (d) You will rigidly enforce the law against sales to minors.
- (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
- (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
- (g) You will not attempt to transfer this permit to anyone else.
- (h) You will display this permit in a prominent place in your establishment.
- (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
- (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
- (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

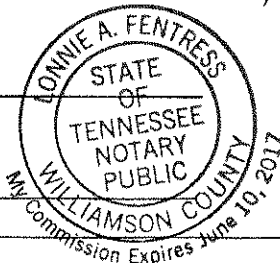
Allen S. Reed

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: OM FRANKLIN OIL INC
Name of Business Entity

Sworn to and subscribed before me this 7th day of January, 20 16

Donnie A. Fentress
Notary Public



My Commission Expires: _____

Official Use Only

Application Fee \$ 250.00 Date Paid 1-8-16
Privilege Tax \$ 92.00 Date Paid 1-8-16
Board Meeting Date 2-9-16

1) Checking Identification

- a. It is very important that we check ID for any customer that looks younger than 50 years old!
- b. Only State Issue Photo ID or Drivers license of US citizen passport are an acceptable form of identification
 - i. Be sure to check for counterfeit drivers license or IDs by checking any erasure marks or changes in date of birth
 - ii. Be sure to check to see if the ID or license of passport seem to be damaged
 - iii. At any point, if you feel that the identification card is not an acceptable form; feel free to refuse to see alcoholic beverages to that customer

2) Conduct that is Prohibited

- a. Alcoholic beverages must not be sold any customer under the age of 21
- b. Alcoholic beverage must not be sold to any intoxicated customers
- c. Alcoholic beverages must not be sold to any customer that you suspect is going to be buying for another under-aged customer
- d. Alcoholic beverage must not be sold or consumed between the hours of 3 AM and 6 AM on weekdays or between the hours of 3 AM and 10 AM on Sunday.

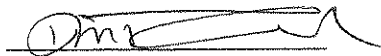
3) Appropriate action to take

- a. Employee must under to call 911 under the following circumstances:
 - i. When you feel that you have lost control of the situation and customer is demanding that you sell alcoholic beverages to them
 - ii. When you feel that you are in an unsafe situation
 - iii. When you feel that an intoxicated customer is refusing to leave the premises after refusing to sell alcoholic beverages to the customer.

I Mihir (name of employee), fully understand the above conduct/policy in order to sell alcoholic beverages as a part of my job description. I understand that management may take appropriate action if I refuse to follow the above protocol in an appropriate manner.

Name of Employee:

Signature:



POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 11, 2016

TO: Chief Deborah Y. Faulkner

FROM:

Mary E. Castiel
Mary E. Castiel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Mihir M. Patel, Managing Agent for OM Franklin Oil Inc and found to be clear.

A check was completed through LexisNexis/Accurint and found to be clear.

Requested by: Delisa Pugh

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE:

1/8/12

TO:

POLICE CHIEF

FROM:

CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE:

RECORDS CHECK FOR APPLICATION FOR BEER PERMIT

BEER BOARD MEETING DATE

2/9/12



Applicant is requesting a temporary permit. Please return ASAP.



Please return by _____ to provide information for Beer Board meeting agenda.

Name of Business

Om Franklin Oil Inc.

Location of Business

1125 Murfreesboro Rd.

Name of applicant

Alpesh Kumar Patel

Managing Agent

Drivers License

Date of Birth

- ☐ Recommend. Based on information available to date, the applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.
- ☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By

Date

Approved

Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1/8/16

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

☒ ON PREMISES PERMIT
☒ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

☒ Applicant is requesting a temporary permit. Please return ASAP.

☐ Please return by _____ to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2/9/16

Name of Business Om Franklin Oil Inc.

Location of Business 1125 McClellan Rd.

CODES DEPT

Building Inspector

Date

FIRE DEPT

Wayne Melby
Fire Inspector

1-12-16
Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE:

1/8/16

TO:

CODES DEPT
FIRE DEPT

FROM:

CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE:

BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☒ ON PREMISES PERMIT
☒ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

☒ Applicant is requesting a temporary permit. Please return ASAP.

☐ Please return by _____ to provide information for Beer Board meeting agenda.

Beer Board Meeting Date

2/9/16

Name of Business

Om Franklin Oil Inc.

Location of Business

~~1125 McGraesboro Rd.~~ 1125 McGraesboro Rd.

CODES DEPT

M Haman

Building Inspector

1-12-16

Date

FIRE DEPT

Fire Inspector

Date

EVENT NAME IS WHISKEY WARMER

16-16

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☒ SPECIAL EVENTS PERMIT DATE OF EVENT 3/12/16
HOURS OF EVENT 6pm-9pm

DATE PERMIT NEEDED 3/8/16 WHISKEY WARMER

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS, WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY, SYNDICATE, OR ASSOCIATION.

1. Owner (Applicant) THE WESTHAVEN FOUNDATION, INC

Person ☐ Firm ☐ Corp ☒ LLC ☐ Joint-stock co. ☐ Syndicate ☐ Association ☐

2. List all persons, firm, joint-stock companies, syndicates, or associations having at least a 5% ownership interest in the business (attach additional sheet, if needed). Please give name and address.

SEE ATTACHED BOARDS OF DIRECTORS ? 5083

STATUS.

3. If the applicant is a corporation, are they authorized to do business in the State of Tennessee? YES

4. Under what trade name will this business operate?

THE WESTHAVEN FOUNDATION, INC

City of Franklin business account number



5. Location of the business by street address. For special event, list location of the event.

401 CHERTENHAM AVE FRANKLIN TN 37064

Phone number of the business 615-791-6740

6. Please give the following information on the person who will be managing the business. This person is ~~an owner~~ BOARD MEMBER ~~or a managing agent~~.

event

Name

Drivers

Date of

Home p

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name AMY LAW Title TREASURER

Mailing Address 188 FERGUSON ST 116-25

City, State, Zip FRANKLIN TN 37064

Daytime contact phone number 615-642-2948

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes No .

If so, specify number . List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

9. Do you own the premises on which you will operate? NO
If no, please give the name and address of the property owner.

SPECIAL EVENT

WESTHAVEN RESIDENTIAL DISTRICT ASSOCIATION

401 CHELTENHAM AVE FRANKLIN TN 37064

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? ____ If so, give particulars of each charge, court and date convicted.

NO

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ____ No X If so, please give date, place and cause of said revocation.

12. Give the name and address of the former beer permittee at this establishment.

AMY LAW (WESTHAVEN FOUNDATION)

401 CHELTENHAM AVE FRANKLIN TN 37064

13. Give applicant's history of involvement in the beer business, if any.

NO INVOLVEMENT w/ BEER BUSINESS - ONLY

SPECIAL EVENTS

14. Give applicant's employment record for the past 10 years.

AMY LAW - SOUTHERN LAND COMPANY SINCE

AUGUST OF 2004

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

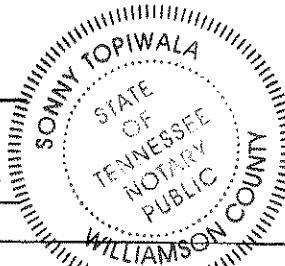
Aylam
Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: Westhaver Foundation
Name of Business Entity

Sworn to and subscribed before me this 7 day of Jan, 20 16

[Signature]
Notary Public

My Commission Expires: MAR. 26th 2017



Official Use Only

Application Fee \$	<u>250.00</u>	Date Paid	<u>2-9-16</u>
Privilege Tax \$	<u> </u>	Date Paid	<u> </u>
Board Meeting Date	<u>2-9-16</u>		



2015 Board Members

Mark McCutcheon, President

Matt Magallanes, Vice President

Scott Jones, Vice President

Louse Scott, Secretary

Amy Law, Treasurer

Daniel Klatt

Shari Fox

Chris Fowler

Aaron Gaither

Jason Kaplan

Chas Morton



TENNESSEE DEPARTMENT OF REVENUE

SALES AND USE TAX CERTIFICATE OF EXEMPTION

THE WESTHAVEN FOUNDATION, INC.
188 FRONT ST PMB 116-25
FRANKLIN TN 37064-5078

The Tennessee Department of Revenue has issued a tax-exemption number for the educational, religious, historical, or charitable non-profit organization or institution named above. State law (Tenn. Code Ann. § 67-6-322) gives the Department the authority to allow this organization to make tax-exempt purchases of goods and services that it will use, consume or give away. This authorization for exemption does not extend to sales tax that the organization must collect or pay on its regular sales of goods or taxable services.

This authorization for exemption is limited to sales made directly to the above named organization. This certificate may not be used for sales made to individuals paying with personal checks or personal debit or credit cards, even if the individual is a representative or employee of the above named organization, and he or she will be reimbursed for the purchase. Sellers must refuse to accept the certificate when the sale is made to someone other than the above named organization.

The organization must furnish its suppliers of goods and services with a copy of this certificate. The lower portion of the certificate must be properly completed. The organization must retain the original certificate for copy purposes. The supplier will maintain a file copy as evidence of the exempt sale to the organization. Later purchases made before the expiration date do not require the submission of additional copies.

The organization must notify the Department immediately if it ceases to exist or if its location or mailing address changes.

Richard H. Roberts
Commissioner of Revenue

To Be Completed by the Organization

TO: Supplier's Name _____

Address _____

City _____ State _____ Zip _____

I, _____, as an authorized representative of the organization named above, affirm that the purchases made under this authority will be used and consumed by the organization or will be given away.

Under penalty of perjury, I affirm this to be a true and correct statement.

Print Name of Organization _____

Print Name of Purchaser _____

Signature of Purchaser _____ Date _____

Tre Hargett, Secretary of State
State of Tennessee



Division of Charitable Solicitations and Gaming
312 Rosa L. Parks Avenue, 5th Floor
Nashville, Tennessee 37243-0305

Brent Culberson
Director

615-741-2555
Brent.Culberson@tn.gov

May 27, 2015

Ms. Amy Law, Treasurer
Westhaven Foundation, Inc.
188 Front Street 166-25
Franklin, TN 37064

RE: **APPROVAL** - Registration to Solicit Funds for Charitable Purposes
Westhaven Foundation, Inc. - CO13961
Registration Expiration Date: **December 31, 2015**

Dear Amy Law:

Pursuant to Tenn. Code Ann. § 48-101-501, *et seq.*, the Division of Charitable Solicitations and Gaming has reviewed your submitted application and is pleased to announce your organization's registration to solicit contributions has been approved.

With this approval, your organization has new responsibilities for maintaining statutory compliance, including submission of the proper documents and required fees on an annual basis. The required filings include:

- Completed *Application to Renew Registration* form
- Completed *Summary of Financial Activities* form
- IRS determination letter granting tax-exempt status, if not previously filed
- IRS Form 990, Form 990EZ, or 990N for the most recently completed accounting year, if the organization qualifies as tax-exempt
- An audited financial statement if the organization grossed more than \$500,000 in revenue
- Any amendments to the organization's governing documents

The *Application to Renew Registration* and *Summary of Financial Activities* forms are available on our website at www.tn.gov/sos/charity. Additionally, the "CO" number listed above will serve as your organization's identification number specific to this division and should be included on all correspondence.

Please also be advised that if the organization's application or other provided information includes false, misleading or deceptive statements, appropriate action will be taken. Pursuant to the Tennessee Charitable Solicitations Act, a civil penalty of up to five thousand dollars (\$5,000) may be assessed for any violation.

Thank you for registering your organization and please do not hesitate to contact us with any questions.

Sincerely,

Tre Hargett
Secretary of State

REG:CO13961

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 14, 2016

TO: Chief Deborah Y. Faulkner

FROM:

Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Amy Law, Managing Agent for Wiskey Warmer and found to be clear.

A check was completed through LexisNexis/Accurint and found to be clear.

Requested by: Christy McCandless

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-13-16
TO: POLICE CHIEF
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT
BEER BOARD MEETING DATE 2-9-16

- ☐ Applicant is requesting a temporary permit. Please return ASAP.
☒ Please return by 2-23-16 to provide information for Beer Board meeting agenda.

Name of Business Whiskey Warmer
Location of Business 401 Cheltenham Ave
Name of applicant The Westhaver Foundation, Inc

Managing

Drivers Li

Date of Bir

- ☐ Record available to date, the applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.
☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Approved _____
Signature

C-17

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-13-16
TO: CODES DEPT
FIRE DEPT
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☒ SPECIAL EVENTS PERMIT

☐ Applicant is requesting a temporary permit. Please return ASAP.

☒ Please return by 1-24-16 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-9-16

Name of Business Westhaven Foundation

Location of Business 401 Cheltenham Ave

*Whiskey
Tasting
Warmer
Event*

CODES DEPT

[Signature]
Building Inspector

1-14-16
Date

FIRE DEPT

Fire Inspector

Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE:

1-13-16

TO:

CODES DEPT
FIRE DEPT

FROM:

CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE:

BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☒ SPECIAL EVENTS PERMIT

☒ Applicant is requesting a temporary permit. Please return ASAP.

☒ Please return by 1-21-16 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date

2-9-16

Name of Business

Washhaven Foundation ^{Whiskey} ~~Bar~~

Location of Business

401 Cheltenham Ave. ^{Warmer} ~~Event~~

CODES DEPT

Building Inspector

Date

FIRE DEPT

Fire Inspector

Date

Jonathan D. Dyer

1-22-16

16.7

☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

DATE OF EVENT _____
 HOURS OF EVENT _____

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS,
WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY,
SYNDICATE, OR ASSOCIATION.

Jack + Jamesons
Smokehouse LLC

STEVE BURTON

JONATHAN JACKSON

JACK AND JAMESONS SMOKEHOUSE

City of Franklin business account number _____

5. Location of the business by street address. For special event, list location of the event.

509 HILLSBORO ROAD FRANKLIN, TN 37064

Phone number of the business 615-465-6253

6. Please give the following information on the person who will be managing the business. This person is an owner ☒ or a managing agent ☐.

Name

Drive

Date

Home

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name RICHARD A SHANNON JR Title OWNER/OPERATOR

Mailing Address 509 HILLSBORO RD

City, State, Zip FRANKLIN, TN 37064

Daytime contact phone number 615.243.3010

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ☐ No ☒.

If so, specify number _____. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

9. Do you own the premises on which you will operate? NO
If no, please give the name and address of the property owner.

COOKE PROPERTIES

205 17th AVE NORTH, SUITE 201, NASHVILLE TN 37203

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? NO If so, give particulars of each charge, court and date convicted.

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes No X If so, please give date, place and cause of said revocation.

12. Give the name and address of the former beer permittee at this establishment.

~~NA~~ Mickey Roos

13. Give applicant's history of involvement in the beer business, if any.

BEEN IN THE RESTAURANT BUSINESS ON AND OFF
FOR 20 YEARS

14. Give applicant's employment record for the past 10 years.

MICKEY ROOS BBQ LLC, BLACK DOG MARKET, FUCKETTS
LEAPERS FORK, OWNER GERARDS COFFEE SERVICE, OWNER
OPERATOR URBAN ACTIVE FITNESS

15. What is the exact nature of the business in which you are applying for a beer permit?
(Restaurant, tavern, motel, etc.)

RESTAURANT.

16. Will a full course menu be served? YES
17. Will separate and sanitary facilities be maintained for men and for women? YES
18. Will dancing be allowed on your premises? NO
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? _____

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.
- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
 - (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
 - (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
 - (d) You will rigidly enforce the law against sales to minors.
 - (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
 - (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
 - (g) You will not attempt to transfer this permit to anyone else.
 - (h) You will display this permit in a prominent place in your establishment.
 - (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
 - (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
 - (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

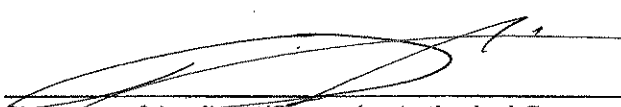
A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

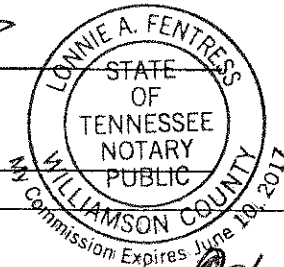

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: JACK AND James Smolchase
Name of Business Entity

Sworn to and subscribed before me this 21st day of January, 20 16


Notary Public

My Commission Expires: _____



Official Use Only

Application Fee \$ 250.00

Date Paid

1-21-16

Privilege Tax \$ 92.00

Date Paid

1-21-16

Board Meeting Date 2-9-16

ALCOHOL POLICY

Prohibited Conduct

Alcoholic beverages may not be sold to anyone under 21 years of age.

Alcoholic beverages may not be sold to intoxicated persons.

Alcoholic beverages may not be sold to someone you suspect is buying it for underage people.

Alcoholic beverages may not be sold to or consumed between the hours of 3:00am -6:00am on weekdays or between the hours of 3:00am and 10:00am on Sunday.

Checking Identification

If someone does not clearly appear to be 21 years old, ask for, look at and read their identification. If there is any question about the age or the form of identification, do not sell alcoholic beverages to the person.

Forms of identification that should be used are (1) A valid driver's license (2) A State issued photo ID.

Check the identification to make sure there have not been any alterations of any kind, especially to the date of birth, such as erasures, type style that does not match, or damaged paper surfaces. Also check for signs of altered signature. Compare the photo on the identification and the physical characteristics shown on the identification.

Check for the counterfeit drivers licenses. There are completely different from the actual license; however they are designed to look like the valid state license.

Possible actions to take

If the ID proves the customer to be underage or there is a doubt about legally selling to this person, it is best to move the product of reach and sight of the customer and explain why you cannot legally sell the product with something like, "I'm sorry, but the law says I cannot sell you alcohol if you appear to be (underage), (intoxicated), (using false ID), etc.

Stay in control. This will show the offender, as well as the other customers, that you know what to do and you are in control.

Police may be needed in some cases. If the customer becomes violent and/or makes threats, call 911 for police.

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

January 21, 2016

TO: Chief Deborah Y. Faulkner

FROM:

Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator

SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Ricahrd A. Shannon, Jr., Managing Agent for Jack and Jamesons Smokehouse and found to be clear.

A check was completed through LexisNexis/Accurint and revealed the following:



Requested by: Christy McCandless

P O Box 705
Franklin, TN 37065
(615) 791-3225

1-21-16

POLICE CHIEF

CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RECORDS CHECK FOR APPLICATION FOR BEER PERMIT

BEER BOARD MEETING DATE 2-9-16

- ☐ Please return by _____ to provide information for Beer Board meeting agenda.

Jack and Jameson's Smokehouse

579 H. Hsboro 3/2

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

- ☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By _____

Date _____

Signature

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-21-16
TO: CODES DEPT
FIRE DEPT
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

- ☒ Applicant is requesting a temporary permit. Please return ASAP.
☐ Please return by _____ to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-9-16

Name of Business Jack + Jamesons Smokehouse
Location of Business 529 Hillsboro Rd

CODES DEPT

Jim Homan
Building Inspector

1-25-16
Date

FIRE DEPT

Fire Inspector

Date

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1-21-16

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

☒ Applicant is requesting a temporary permit. Please return ASAP.

☐ Please return by _____ to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2-9-16

Name of Business Tick and Jamesons Smokehouse

Location of Business 579 Hillsboro Rd

CODES DEPT

Building Inspector

Date

FIRE DEPT

James B Dye
Fire Inspector

1-21-16
Date

5. Location of the business by street address. For special event, list location of the event.

2000 MERIDIAN BLVD STE 100 FRANKLIN TN 37061

Phone number of the business _____

6. Please give the following information on the person who will be managing the business. This person is an owner ☒ or a managing agent _____.

Name

Driver

Date of

Home

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name EUGENE Amaro Title OWNER

Mailing Address 495 JONES PKWY

City, State, Zip BREWSTER TN 37021

Daytime contact phone number (573) 587-9880

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ___ No X.

If so, specify number _____. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

9. Do you own the premises on which you will operate? No
If no, please give the name and address of the property owner.

BOYLE

2000 MERIDIAN BLVD FRANKLIN TN 37067

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? ____ If so, give particulars of each charge, court and date convicted.

NO

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ____ No ✓ If so, please give date, place and cause of said revocation.

12. Give the name and address of the former beer permittee at this establishment.

N/A

13. Give applicant's history of involvement in the beer business, if any.

N/A

14. Give applicant's employment record for the past 10 years.

TENNESSEE TITANS

2004 - 2012

15. What is the exact nature of the business in which you are applying for a beer permit?
(Restaurant, tavern, motel, etc.)

RESTAURANT

16. Will a full course menu be served? YES
17. Will separate and sanitary facilities be maintained for men and for women? YES
18. Will dancing be allowed on your premises? NO
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? _____

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
- (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
- (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
- (d) You will rigidly enforce the law against sales to minors.
- (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
- (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
- (g) You will not attempt to transfer this permit to anyone else.
- (h) You will display this permit in a prominent place in your establishment.
- (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
- (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
- (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

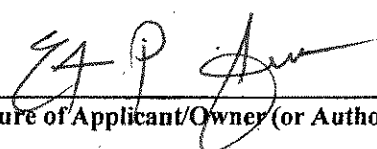
A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

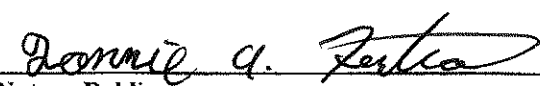
I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

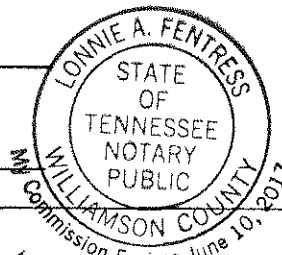

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: COOL SPRINGS HB, LLC
Name of Business Entity

Sworn to and subscribed before me this 18 day of JUNE, 2015


Notary Public

My Commission Expires: _____



Official Use Only

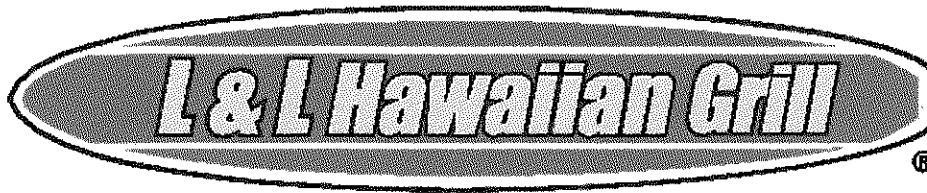
Application Fee \$ 250⁰⁰

Date Paid 67975

Privilege Tax \$ 50⁰⁰

Date Paid 67975

Board Meeting Date 7.14.15



Responsible Alcohol Service

Some states require a picture ID for any persons drinking alcohol regardless of age. L&L Hawaiian Grill recommends that all guests be asked to show proper ID. Beer is consumed on premise and not to be sold as a To-Go item.

Acceptable Forms of Identification (ID)

Divers License with picture

State Issued Personal Information

Passport

An Active Military ID

Policies Concerning Responsible Alcohol Service

- The sale of alcohol to minors is prohibited.
- The legal age to purchase alcohol beverages is 21.
- No persons under 21 will be served alcoholic beverages.
- Employees MUST ID ANYONE and EVERYONE attempting to purchase alcohol.
- The sale and service of alcohol to intoxicated customers is prohibited.
- Managers will visit any customer who has been served two drinks within an hour prior to another drink being served so the manager can evaluate the customer's level of intoxication.
- All employees must report incidents to a manager and document them in an incident log within an hour.
- Employees will offer to call a taxi service for the intoxicated at the customer's expense.
- Employees will not physically restrain intoxicated customers from leaving the establishment.
- Employees will immediately notify a manager and will call the police to report any intoxicated customer who leaves the establishment and gets behind the wheel of a motor vehicle.
- It is Against the Law to serve alcohol to any person who is visibly intoxicated.

POLICE DEPARTMENT

Deborah Y. Faulkner, EdD
Chief of Police



Dr. Ken Moore
Mayor

Eric S. Stuckey
City Administrator

June 21, 2015

TO: Chief Deborah Y. Faulkner *DF*
FROM: Mary E. Casteel
Mary E. Casteel, Communications Support Coordinator
THRU: Lieutenant Eric Anderson *EAD*
SUBJECT: Beer Board Background Checks

A check of Franklin Police Department records was completed on Frederick Amano, Managing Agent for L&L Hawaiian Grill and found to be clear.

A check was completed through LexisNexis/Accurint and found to be clear.

Requested by: Christy McCandless

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 6-19-15
TO: POLICE CHIEF
FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR
RE: RECORDS CHECK FOR APPLICATION FOR BEER PERMIT
BEER BOARD MEETING DATE 7-14-15

- ☐ Applicant is requesting a temporary permit. Please return ASAP.
☒ Please return by 6-25-15 to provide information for Beer Board meeting agenda.

Name of Business D & L Hawaiian Grill
Location of Business 2000 Meridian Blvd #100
Name of applicant Pool Springs HB LLC

Managing Agent

Drivers License

Date of Birth

- ☐ Recommend. Applicant has no record requiring denial of the permit under the provisions of Title 8 of the Franklin Municipal Code.
☐ Not recommending. Based on information available to date, the Police Dept. is not recommending approval of a permit.

CENTRAL RECORDS DIVISION
FRANKLIN POLICE DEPT

By Records check complete

Date 6/21/15

Approved

Signature

CM

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 6-19-15

TO: CODES DEPT
FIRE DEPT

FROM: CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR

RE: BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT

- ☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

☒ Applicant is requesting a temporary permit. Please return ASAP.

☒ Please return by 6-25-15 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 7-14-15

Name of Business L & L Hawaiian Grill

Location of Business 2000 Meridian Blvd #100

CODES DEPT

[Signature]
Building Inspector

6-23-15
Date

FIRE DEPT

Fire Inspector

Date

Cust

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 6-19-15

TO: **CODES DEPT**
FIRE DEPT

FROM: **CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR**

RE: **BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT**

- ☒ ON PREMISES PERMIT
- ☐ OFF PREMISES PERMIT
- ☐ ON AND OFF PREMISES PERMIT
- ☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
- ☐ SPECIAL EVENTS PERMIT

☒ Applicant is requesting a temporary permit. Please return ASAP.

☒ Please return by 6-25-15 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 7-14-15

Name of Business L & L Hawaiian Grill

Location of Business 2000 Meridian Blvd #100

CODES DEPT

Building Inspector

Date

FIRE DEPT

[Signature]

Fire Inspector

July 10, 2015
Date

5. Location of the business by street address. For special event, list location of the event.

1010 Murfreesboro Rd #118 Franklin, TN 37064

Phone number of the business 615-807-2753

6. Please give the following information on the person who will be managing the business. This person is an owner X or a managing agent ____.

Name

Drivers

Date of

Home p

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name Jeffrey Hall Title owner

Mailing Address 1010 Murfreesboro Rd #118

City, State, Zip Franklin, TN 37064

Daytime contact phone number 615-496-7706

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ____ No X.

If so, specify number NA. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

NA

9. Do you own the premises on which you will operate? NO
If no, please give the name and address of the property owner.

Brookside Properties - 2002 Richard Jones Rd #200
Franklin, TN 37215

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? NO If so, give particulars of each charge, court and date convicted.

N/A

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No X If so, please give date, place and cause of said revocation.

N/A

12. Give the name and address of the former beer permittee at this establishment.

Neighbourhood Taproom and Kitchen - 1010 Murfreesboro Rd.
#118 Franklin, TN 37064

13. Give applicant's history of involvement in the beer business, if any.

Event promotion, booking agent.

14. Give applicant's employment record for the past 10 years.

US Department of Veterans Affairs - 2010-2016 - Analyst
SAE Institute - 2006-2009 - Assistant Director / Business Manager

15. What is the exact nature of the business in which you are applying for a beer permit?
(Restaurant, tavern, motel, etc.)

Restaurant / Pub

16. Will a full course menu be served? Yes

17. Will separate and sanitary facilities be maintained for men and for women? Yes

18. Will dancing be allowed on your premises? Yes

If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? Yes

TRAINING POLICY:

All beer applications must have a training policy submitted with application. This policy must include training regarding the sale of beer to minors.

19. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.

- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
- (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
- (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
- (d) You will rigidly enforce the law against sales to minors.
- (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
- (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
- (g) You will not attempt to transfer this permit to anyone else.
- (h) You will display this permit in a prominent place in your establishment.
- (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
- (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
- (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.

- (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
- (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

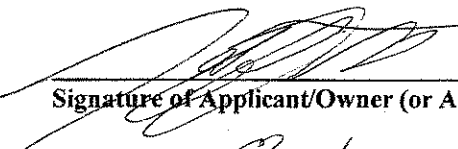
A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

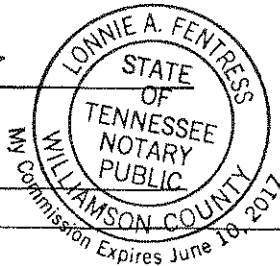

Signature of Applicant/Owner (or Authorized Corporate Officer)

On behalf of: Quinn's Neighborhood Pub, LLC
Name of Business Entity

Sworn to and subscribed before me this 26th day of January, 20 16

Lonnie A. Fentress
Notary Public

My Commission Expires: _____



Official Use Only

Application Fee \$ 250.00

Date Paid 1/26/16

Privilege Tax \$ 92.00

Date Paid 1/26/16

Board Meeting Date 2/9/16

Quinn's Neighbourhood Pub Training Manual

Purpose and Objectives:

This manual aims to teach wait staff the fundamentals of Quinn's service. It will introduce staff to acceptable restaurant procedures while providing the necessary information and training tools so staff may give guests of Quinn's remarkable service each and every time they visit. This manual will help staff understand what good service is, how it can be provided and why it is important to Quinn's success. Staff will learn the importance of a positive attitude, time management and attention to detail.

Serving a Table

When serving a table there are several steps you should take to ensure your customer has a pleasant and enjoyable experience. These steps will also allow you to serve your tables with more efficiency and ease.

Greeting, Specials and Drink Order

Guests of Quinn's should be greeted at the door promptly upon arrival in a friendly and welcoming manner. Once seated, a server should greet their guests within 1 minute of arrival (or as soon as possible). Coasters should be placed in front of each guest during the greeting. This will indicate to other staff members and management that this table has been taken care of and not overlooked.

Greetings should be polite and friendly;

"Hi! My name is And I will be taking care of you today!"

Greeting should then be followed by a list of food and drink specials.

"Today we are featuring a delicious (Insert Item) for only \$(Price).

Be sure to include any beverage specials that may be applicable during the time of day as well.

When describing specials to a customer they should always include a detailed description. These specials or featured items should be explained in a way that makes them sound appetizing and appealing to the customer. Once the customer has been greeted, a coaster has been placed in front of them and the specials have been described, it is time to take a drink order.

Remember, when taking a drink order it is important to **ID ALL CUSTOMERS**. There will be no exceptions when asking for ID. We reserve the right to refuse service to anyone who does not present a valid form of identification. If you are found to have not carded a customer, this can be grounds for immediate termination.

Acceptable forms of ID in Tennessee:

- A valid driver's license containing a picture, and date of birth, issued by any state or US Territory

- A state issued ID
- Military identification card
- Valid Passport

Remember, there is always opportunity to up-sell when taking drink and food orders. Not only does up-selling increase your final bill, and possibly your tip, up-selling to premium products will ensure our customers receive a higher quality product! The following are a few ways to up-sell items.

- Suggest premium alcohol or drafts
- Suggest full bottles of wine during dinner
- Encourage guests to order appetizers
- Offer add-ons to salads, burgers and nachos, i.e. chicken, chili, cheese, guacamole, bacon...
- During slower revenue periods, encourage guests to order dessert or an after dinner beverage such as one of Quinn's signature coffees

Drink Service and Food Order

Drink orders should be entered into the computer and picked up at the service bar immediately. Drinks should be delivered to the customer using a tray at all times. Trays should also be used when clearing glassware and plates. A tray should never touch the table. Beverage glasses should also be clean and free of any smudges, cracks or marks. Once drinks have been delivered, appetizer orders can be taken. Be sure to write down all orders and include any modifications or requests the customer may have. This will help eliminate any mistakes or misunderstandings when it comes time to enter the orders into the computer.

Appetizer and Entrée Service

Appetizers should be delivered to the table HOT and on a clean plate. Within the first few bites of the appetizer, a server should check to see how the appetizers taste and if anything is needed.

Once the customer has finished, plates should be cleared and at this time (or if a customer's drink is ever less than ¼ full) a drink refill should be offered to the customer. When offering a drink refill it is important to be specific: "May I offer you a Coors Light Draft, or may I get you another beverage such as wine or vodka?"

It is important to do so as it adds to the guest experience and shows a general concern for the customer.

Entrees should be delivered to the table HOT and with the correct side dishes or add-on's. Again, after the first few bites it is important to check with the table to ensure the food tastes good and the customer does not need anything. Plates should only be cleared once the customer has finished their meal entirely or if they ask for it to be packed up. It is important not to rush a customer; we are here to serve them on their own time.

After-Dinner Service

Generally after-dinner service will include, coffee, tea, an after dinner beverage such as a coffee or dessert. Once entrée plates and empty glassware have been cleared, desserts should be described and coffee or tea should be offered.

Although not all customers will have dessert, coffee or tea, it is generally polite to offer.

Presentation of the Bill

Once the customer has finished their dessert, coffee or tea and we have asked the question "Is there anything else I can arrange for you?" the check should be presented. At this time there should not be any plates, cutlery, empty glassware, napkins or garbage on the table. In general, a bill should only be presented to the customer if it has been requested and the table is completely clean. However, in higher revenue times a bill may be presented to a customer if they state they do not require anything else that evening. Keep in mind that we are here to serve the customer on their time frame, not ours. At no time throughout the dining experience should they feel rushed or pressured to pay.

Each bill presented to the table (or individual customer if separate bills are requested) should have a friendly salutation and the servers name on it. Each bill should be presented in a clean billfold. Once the bill has been presented, servers should follow the 10 step rule.

10 Step Rule:

Once a bill has been placed on a table, walk away about 10 steps. This should allow the customer sufficient time to retrieve their method of payment. You may at this time return to the table to collect the bill and complete payment. It is important to collect the bill and complete payment as quickly as possible. If the customer presents cash, return the billfold with exact change. It may be considered impolite to ask the customer if they would like change back or assume the change is yours to keep. Once the billfold has been returned to the table, be sure to thank the customers and invite them to return. Remember this is your final chance to make a lasting impression, make it a good one!

Training Schedule

In order to become an employee of Quinn's each staff member must successfully complete the following training requirements before entering into any position on their own.

Expo Training:

Staff members will be required to spend a minimum of 2 shifts in the Expo position. Here staff will learn our menu items, proper plating, condiments, table numbers, proper kitchen manners and procedures. Staff members will also become familiar with the restaurant layout, storage and general staff requirements.

POS Training:

Staff members will be required to spend at least 1 shift learning how to use our POS system. Staff members will learn how to punch in and out, navigate the system, enter in children's meals, appetizers and entrees in proper sequence, assign seat numbers, split checks and take payment.

Shadow Training:

Staff members will be required to complete at minimum of 2 shifts shadowing another staff member. Employees will be able to learn how to greet a table, take orders, ring orders in, proper table maintenance, table numbers, running food, proper billing and other server procedures. This will allow every employee of Quinn's to work as a cohesive group and ensure all staff members are performing at the same level and in the same manner.

Supervised Floor Shift:

Staff members will be required to complete a minimum of 1 supervised floor shift. Staff members will be supervised by an experienced employee to ensure they are following proper serving procedures. The experienced employee will assist in directing, coaching and guiding the new employee through a proper lunch or dinner service.

After completing the above training schedule, employees will be evaluated by management before cleared to work on the floor unsupervised

Additional information in regards to alcohol sales:

Prohibited Conduct

Alcoholic beverages may not be sold to anyone under 21 years of age.

Alcoholic beverages may not be sold to intoxicated persons.

Alcoholic beverages may not be sold to someone you suspect is buying it for underage people.

Alcoholic beverages may not be sold or consumed between the hours of

3:00 AM – 6:00 AM on weekdays or between the hours of 3:00 AM and 10:00 AM on Sunday.

Checking Identification

If someone does not clearly appear to be 21 years old, ask for, look at and read their identification. If there is any question about the age or the form of identification, do not sell alcoholic beverages to that person.

Forms of identification that should be used are (1) A valid driver's license

(2) A State issued photo ID.

Check the identification to make sure there have not been any alterations of any kind, especially to the date of birth, such as any erasures, type style that does not match, or damaged paper surfaces. Also check for signs of altered signature. Compare the photo on the identification and the physical characteristics shown on the identification.

Check for counterfeit drivers licenses. They are completely different from the actual license; however they are designed to look like the valid state license.

Possible actions to take

If the ID proves the customer to be underage or there is a doubt about legally selling to this person, it is best to move the product out of reach and sight of the customer and explain why you cannot legally sell the product with something like "I'm sorry, but the law says I cannot sell you alcohol if you appear to be (underage), (intoxicated), (using false ID), etc.

Stay in control. This will show the offender, as well as other customers, that you know what to do and you are in control.

Police may be needed in some cases. If the customer becomes violent and/or makes threats, call 911 for the police.

City of Franklin

P O Box 705
Franklin, TN 37065
(615) 791-3225

DATE: 1/26/16
TO: **CODES DEPT**
FIRE DEPT
FROM: **CHRISTY MCCANDLESS, ACCOUNT MGMT SUPERVISOR**
RE: **BUILDING INSPECTIONS FOR APPLICATION FOR BEER PERMIT**

- ☒ ON PREMISES PERMIT
☐ OFF PREMISES PERMIT
☐ ON AND OFF PREMISES PERMIT
☐ MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
☐ SPECIAL EVENTS PERMIT

- ☐ Applicant is requesting a temporary permit. Please return ASAP.
☒ Please return by 2/2/16 to provide information for Beer Board meeting agenda.

Beer Board Meeting Date 2/9/16

Name of Business Quinn's Neighborhood Pub & Eatery
Location of Business 1010 Murfreesboro Rd. #118

CODES DEPT

M. Haman
Building Inspector

1-28-16
Date

FIRE DEPT

Fire Inspector

Date