

City of Elkton, Kentucky
Monthly ABC Regulatory License Fee Report

Name of Licensee: _____

Location Address: _____

Person Filing Report: _____ Phone Number: _____

Report for Month/Year: _____ City License Number: _____

A. Report - Restaurants and Caterers*(see Instructions) Only:

- A. Food Sales for period (in dollars) \$ _____
(Required minimum - Caterer, 35%, LR, 70%, NQ2, 50%)
- B. Gross Alcoholic Beverage Sales for period (in dollars) \$ _____
- C. Total Food and Alcoholic Beverage Sales for period \$ _____
- D. Line A divided by line C _____ %
(Determines percentage of Food Sales)
- E. Line B divided by line C _____ %
(Determines percentage of Alcoholic Beverage Sales)

B. License Fee Return - All Licensees:

- 1. Gross Alcoholic Beverage Sales for period \$ _____
- 2. Regulatory License Fee (Line 1 x 5%) \$ _____
- 3. Less License Fee Credit (See Instructions) \$ _____
- 4. Total Regulatory License Fee Due \$ _____
(Subtract Line 3 from Line 2)
- 5. Penalty for Late Payment (5% per 90 days x Line 4) \$ _____
(\$10.00 Minimum; Maximum is 25% of Line 4)
- 6. Interest, if applicable (8% per annum of Line 4) \$ _____
- 7. Net Regulatory Fee Due (Line 4 + Line 5 + Line 6) \$ _____

I hereby swear that the statement made herein and in any supporting schedules are true, correct and complete to the best of my knowledge.

Signature of Person Filing Report

Date

Regulatory License Fee and Report must be received by the City by the end of the following month for each reporting month.

Failure to remit payment within ten (10) calendar days of the due date constitutes a violation and shall subject a licensee to suspension or revocation of the license.

Remit to: City of Elkton, PO Box 578, Elkton, KY 42220

Monthly ABC Regulatory License Fee Instructions

1. **Reporting** – Restaurants and Caterers only complete Section A to report percentage of food sales. *Caterers must also complete Caterer’s Detail Report with the Regulatory License Fee Report.
2. **License Fee Return** - All licensees are required to complete Section B License Fee Return. Pursuant to KRS 243.075, there is hereby imposed a Regulatory License Fee on the gross receipts of sale of alcoholic beverages of each licensee who has a local license issued by the City. The Regulatory License Fee shall be Five percent (5%) on gross alcoholic beverage sales.
3. **License Fee Credit** – Per KRS 243.075(1), licensees are permitted to take a credit in the amount of the license fee paid to the City during the license term. To calculate credit, take the total City License Fee paid for license(s), divide by how many months in the license year, and enter the monthly credit on Line 3, “Less License Fee Credit.”
4. **Penalty** - Penalty for failure to file a return and pay remittance by the due date is five percent (5%) of the Total Regulatory License Fee Due for each ninety (90) days or fraction thereof. The total late filing penalty shall not exceed twenty-five percent (25%) of the regulatory fee; provided, however, that in no case shall the penalty be less than ten dollars (\$10.00).
5. **Interest** - Interest at the rate of eight percent (8%) per annum will apply to any late payments. To calculate interest due, multiply the Total Regulatory License Fee Due by 8%, then divide by 365 (days in the year) and then multiply by the number of days late.
6. **Due Date** - This return must be filed and paid in full by the end of the following month for each reporting month. Failure to remit payment within ten (10) calendar days of the due date constitutes a violation and shall subject a licensee to suspension or revocation of the license.
7. Please make check payable to City of Elkton and mail to City of Elkton, PO Box 578, Elkton, KY 42220.
8. Blank forms are available on our website at elktonky.com.