



Pouring Permits

All servers of alcohol in a retail establishment or private clubs in the City of Chattahoochee Hills are required to have a pouring permit. As described in Chapter Seven of the City Code of Ordinances, this is “anyone who dispenses, sells, serves, takes orders, or mixes alcohol beverages in a establishment as a retail consumption dealer”.

Instruction:

1. Complete the GCIC Consent Form for a background check.
2. Submit the GCIC form along with \$30 (forms of payment are cash, check, money order, or Visa or MasterCard) to:

City of Chattahoochee Hills
6505 Rico Road
Chattahoochee Hills, GA 30268
Phone (770) 463-8881

Note: Please submit application in person. A picture will be taken at the time of application for pouring permits

Pouring permits must be renewed annually upon the date of expiration.

City of Chattahoochee Hills
Consent Form for GCIC Records Check

Full Name _____
Date

Maiden Name/ Previous Name

_____/_____/_____
Date of Birth _____
Race

Gender _____-_____-_____
Social Security Number

Street Address

City _____
State _____
Zip _____
County

Purpose for Background Check

I authorize the City of Chattahoochee Hills Police Department or their designee to receive any criminal history record information pertaining to me, which may be in the files of any federal, state, and/or city criminal justice agency in Georgia.

Signature _____
Date

Phone _____

Email Address _____

Establishment where employed _____