



City of Russellville Private Club Permitting Process

A liquor license is absolutely mandatory for anyone who wants to sell alcohol in any form, be it at a restaurant, hotel or or any business engaged in dispensing alcohol. In the state of Arkansas, these licenses are regulated by the Alcohol Beverage Control Division (ABC) office of the Arkansas Department of Finance and Administration.

Under the authority granted to the City of Russellville by the State of Arkansas in accordance with A.C.A. 3-9-201, any person or entity engaged in the business of distributing, selling or dispensing within any private club for on-premises consumption, any controlled beverage, shall apply for and possess a valid Private Club Permit, issued by the City of Russellville.

- Application for a Private Club Permit shall be in writing on a form prescribed by the City.
- The application shall be submitted to the City of Russellville with a one time, non-refundable application fee in the amount of \$750.00.
- The \$750.00 application fee is separate from any permit or licensing fee which may be due in order to operate a business in the City of Russellville.
- The Private Club Permit shall be specific to the proposed location and to the applicant listed in the application.
- A copy of the applicant's State of Arkansas Private Club Permit Application shall accompany the City of Russellville's Private Club Permit application.
- An application for a permit to operate a private club permit shall be approved by Ordinance.
- Permits shall not take effect unless and until the approval is granted by the Alcohol Beverage Control Division and notice is provided to the City of Russellville and all other requirements of Ordinance 2291 are met.
- Permits shall run for one (1) calendar year. Annual permit fees of \$750.00 shall be due and payable starting December 1st thru December 31st of each year for the succeeding year beginning January 1st.
- The annual private club permit fee shall be separate from the annual business permit fee.

Helpful Links:

[City of Russellville Private Club Permit Application](#)

[Russellville City Ordinance 2291](#)

[Alcohol Beverage Control Rules](#)

[State of Arkansas Private Club Permit Application](#)