



## *City of Russell Springs* Office of Alcoholic Beverage Control

**City of Russell Springs**  
**Jeramy Coffey, ABC Administrator**  
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**E-Mail: [jcoffey@russellsprings.net](mailto:jcoffey@russellsprings.net)**  
**Phone: 270-866-3981**  
**Fax: 270-866-3860**

### **Application Instructions**

- Please fill out each section of both the state and local application.
- Fill out one application for each license
- All documents required for a state license should accompany this license including but not limited to: proof of residency and citizenship, current background check for all partners, newspaper affidavit, organizational papers if an LLC, partnership, or corporation, current deed or lease of property to be licensed, KY sales tax and Federal tax numbers, and business statement
- \$50 of the total application fee will be non-refundable. We will not accept cash or cards of any kind.
- An employee or owner who will be accountable for the sale of alcohol must present the application to the local ABC office in person and a notary will be supplied. Do not sign the affidavit of Applicant until presented to the local ABC office.
- A business that sells gasoline or does maintenance on motor vehicles must validate that they maintain a \$5,000 inventory of groceries on site.
- Applications will be accepted by appointment only. Please email (preferred) or call to schedule
- Contacts for verifications

○ Russell County Health Department	Jonathon Dye	270-343-2181
○ Kentucky Fire Marshal		
○ Building Inspector/Official	Carley Fudge	270-634-4135
○ City Planning & Zoning	Jeramy Coffey	270-566-3238
○ City Clerk/Deputy Clerk	Wendy Burton/Wanda Burton	270-866-3981