

## **PROCEDURE FOR OBTAINING AN OPERATOR'S LICENSE**

- 1. Fill out the attached application.**
- 2. Have background check done at the Vernon Town Hall.**
  - a. The fee is \$5.00.**
  - b. You will need to supply your drivers license.**
  - c. If the results show there is a record, you will be placed on the Town Board agenda for review.**
  - d. If the results show there is no record, your license can be issued right away, (providing everything in #4 is completed)**
- 3. Call Waukesha County Technical College at 1-262-691-5566 to register for the RESPONSIBLE BEVERAGE SERVICE CLASS. The class costs \$15.30. See attached sheet for dates, times and course numbers or go to <http://www.serverlicense.com> to take the class online for \$18.00.**
- 4. When the above is completed, bring the following to the Vernon Town Hall:**
  - a. Completed Application**
  - b. Responsible Beverage Service Class Course Completion Slip**
  - c. \$45**

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