



# Liquor/Beer Agent

City of Madison Clerk  
210 MLK Jr Blvd, Room 103  
Madison, WI 53703

Class A:  Beer,  Liquor,  Cider

Class B:  Beer,  Liquor,

Class C Wine

[licensing@cityofmadison.com](mailto:licensing@cityofmadison.com)

608-266-4601

(Agenda Item Number) -if change-

(Legistar file number) -if change-

(License number)

9-CONKLIN

(Alder District # and Name)

Office Use Only

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a \$10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

## To be completed by Corporate Officer or Member of LLC

I, Scott P. Zietlow, officer/member for Kwik Trip, Inc. (Corp/LLC),

doing business as Kwik Trip 954, authorize and appoint Heather N. Shilts  
Name

as the liquor/beer agent for the premise located at 7717 Mineral Point Rd., Madison, WI

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Scott P. Zietlow

Date: 4-15-24

Signature of corporate officer/member

Scott P. Zietlow

## To be completed by appointed Liquor/Beer Agent

I, Heather N. Shilts, appointed liquor/beer agent for Kwik Trip, Inc. (Corp/LLC),

being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 0 %:

I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Heather Shilts

Date: 4/15

Signature of corporate Agent

Heather N. Shilts

REV 09/2018

Form submitted by mail/e-mail  
Office Use Only