

LIQUOR LICENSE APPLICATION REQUIREMENTS

NEW & EXPANSIONS*

Special Use Permit

200' Radius Map

Abutter's List (By Plat/Lot)

Menu

Site Plan Clearly
Showing Service Area

Copy of Corporate Charter

Food Safety Manager

Tips Certification

Sales Tax Permit

Proof of Insurance (\$300,000)

Secretary of State

Department of Health

Certificate of Good Standing
From Division of Taxation
(for "New" license)

TRANSFER*

Transfer Sheet

Menu

Site Plan Clearly
Showing Service Area

Copy of Corporate Charter

Food Safety Manager

Tips Certification

Sales Tax Permit

Proof of Insurance

Secretary of State

Department of Health

Certificate of Good Standing (2)
From Division of Taxation
(Seller – for "Transfer")
(Buyer – for "New")

RENEWAL*

Menu

Food Safety Manager

Tips Certification

Sales Tax Permit

Proof of Insurance

Secretary of State

Department of Health

Certificate of Good Standing
From Division of Taxation
(for "renewal")

***Victualer license applications must be filed with alcohol license applications, except Class A Retail.**