

NM REGULATION AND LICENSING DEPARTMENT
ALCOHOL AND GAMING DIVISION

TONY ANAYA BUILDING
PO BOX 25101
SANTA FE, NM 87505-5101
2550 CERRILLOS ROAD, 2ND FLOOR
SANTA FE, NM 87505
PH: (505) 476-4875 FAX: (505) 476-4595
WWW.RLD.STATE.NM.US/ALCOHOLANDGAMING



LEASE LIQUOR LICENSE APPLICATION



GENERAL COMMENTS FOR APPLICATION PROCESSING

The Alcohol and Gaming Division's goal is to process your application within 60 to 90 days. We believe that actively working with applicants offers the best opportunity to achieve our goal. Read the general comments for application processing, instructions for filling out the application and resident agent form, and thoroughly review the application packet before submitting your application. This will provide answers to questions often asked by applicants. **Please note that all deposited fees are non-refundable.**

Application Receipt and Uptake

When your substantially complete application is received (a Food Establishment permit and the license fee will be required for final approval), our first action will be to schedule the preliminary hearing and to post the notice of your application. The controlling statute requires that the notice be posted for 20 consecutive days prior to preliminary approval of the application and that the preliminary hearing be held within 30 days of receipt of your application. A Notice of hearing will be sent to you advising of the date and time of your preliminary hearing, and the name of the Hearing Officer assigned to your application (hearings may be conducted in person or by telephone). The applicant is required to publish notice of the hearing in a local newspaper of general circulation. The Hearing Officer will provide the applicant with instruction on how to accomplish this requirement. Failure to publish notice of the hearing and to provide proof of publication to your Hearing Officer will result in the cancellation and rescheduling of your preliminary hearing. Proof of publication must be received 48 hours prior to the hearing date.

Preliminary Review

After your hearing has been scheduled, the Hearing Officer will review your application and may prepare and forward a Notice of Deficient Documents listing the items necessary to correct or complete your application. The listed items in the Notice of Deficient Documents should be provided prior to the preliminary hearing.

Preliminary Hearing

After your hearing, any remaining items should be completed and submitted within 10 days to avoid any delays in processing your application. The Hearing Officer will prepare a "Hearing Officer's Recommendation" in support of a recommendation to the Division Director. **If the application is not completed in a timely manner, the application may be canceled.** Once the Director has reviewed the application and the Recommendation, if all is correct, your application will be forwarded to the local governing body in which you propose to conduct business. The local governing body is then required to publish notice of a hearing at the local governing body and to conduct a public hearing before the local governing body within 45 days of receipt. After your hearing with the local governing body, that governing body has 30 days to provide us with the signed documentation.

Restaurant License Requirements

When applying for Restaurant (Beer and Wine) license, a copy of the menu must be submitted with your application. The menu **MUST** meet the requirements of the Liquor Control Act. A license cannot be issued to an establishment serving only soups, salads, sandwiches and other fast foods. Only a full service restaurant serving full meals/entrees will qualify for this type of license. In addition, the applicant must have a kitchen and the employees necessary for preparing, cooking and serving meals. Pictures of your establishment are required. Alcohol sales should be accompanied by food. To qualify for a Restaurant License, at least 60% of the gross receipts must come from the sale of food and no more than 40% may come from the sale of alcohol. A Restaurant License is non-transferrable from person to person or from location to location.

Local Option Requirements

Make sure that the local option district where the restaurant is located has had an election for Restaurant (Beer and Wine) Licenses, and that it was passed, before you submit an application fee. If you are unsure, contact our office at (505) 476-4875.

If you want to overnight your application, not using the postal service, send it to the Alcohol and Gaming Division At 2550 Cerrillos Road, Santa Fe, NM 87505-5101. **Please keep a copy of the application for your records.**

If you have any questions, please contact us at (505) 476-4875 or via the web at www.rld.state.us/alcoholandgaming

Thank you in advance for helping us to achieve our goal.



INSTRUCTIONS FOR FILLING OUT LIQUOR LICENSE APPLICATION

1. The non-refundable application fee of \$200.00 (\$250.00 for a Lease Application) must be enclosed or the application will be returned to you.
2. Pages 1, 5, and 6 of the application must be signed and notarized.
3. Page 1 and 2, please check only the box that applies to the transaction that you are proposing.
4. Please note that all supporting documentation submitted must be in the name of the **APPLICANT**. If the applicant is a partnership, corporation, LLC or trust, the Tax Registration Certificate, Leases, Deeds, Bills of Sale, etc. **must** be in the name of that entity.
5. **Restaurant (Beer & Wine) Applicants:** Make sure that the local option district where the restaurant is located has had an election for Restaurant (Beer & Wine) Licenses, and that it was passed, before you submit an application fee. If you are unsure, please contact our office at (505) 476-4875. When applying for Restaurant (Beer & Wine) license, a copy of the menu must be submitted with your application. The menu **MUST** meet the requirements of the Liquor Control Act. A license cannot be issued to an establishment serving only soups, salads, sandwiches, pizza and other fast foods. Only a full service restaurant serving full meals/entrees will qualify for this type of license. In addition, the applicant must have a kitchen and the employees necessary for preparing, cooking and serving meals. No bar areas will be approved, with the exception of a service bar (for wait staff to prepare the beverages for delivery to the tables), all food and drinks must be delivered to the individual tables by wait staff. Counter service is not permitted.
6. If applying for a Transfer of Ownership or Transfer of Ownership and Location (from the liquor license owner's location to the Applicant's location), an Instrument of Conveyance (Bill of Sale, Assignment, Lease, etc.), proof of Tenancy (lease or deed) and a tax clearance from the Department of Taxation & Revenue are required.
7. Each individual, officer, Director, and each shareholder who owns a 10% interest or more, applying for license must complete the Personal Data Information and Affidavit Form.
8. Each individual, officer, Director, and each shareholder who owns a 10% interest or more must be fingerprinted. Fingerprints must be on Alcohol and Gaming Division coded fingerprint cards only. To obtain those cards, please contact AGD at (505) 476-4875 and they will be mailed to you, or, you may come into our offices located at the Toney Anaya Building, 2550 Cerrillos Road, Second Floor, Santa Fe, New Mexico. Fingerprinting officer or approved agency must complete both cards with the date, their signature, your address, sex, race, height, weight, color of eyes and hair, date of birth, place of birth, height, weight, and social security number. You must sign both cards and if known supply the application number, or license number and type. Note that persons who have been convicted of a felony or of two misdemeanor violations of the Liquor Control Act in any calendar year may not hold a liquor license or any interest in a liquor license in the State of New Mexico unless the person is restored to the privilege of holding a license by governor.
9. Applicants unable to do Livescan fingerprints with Cogent must attach a *separate* \$44.00 money order for each person with a set of two (2) fingerprint cards (fees **cannot** be combined into one check when submitting fingerprints for more than one person), payable to the **3 M Cogent** and attach these cards to the fingerprint certificate for law enforcement or AGD approved agency and the fingerprint affidavit form.
10. If you want to over night your application package, not using the postal service, it should be sent to the Alcohol and Gaming Division at 2550 Cerrillos Road, Santa Fe, NM 87505.



SUBMIT THE FOLLOWING DOCUMENTATION

1. **Tax Registration Certificate** – A copy of the New Mexico Tax Registration Certificate (CRS Identification Number) in the name of the Applicant issued by the New Mexico Taxation & Revenue Department. Applicants may obtain this documentation at any field office. For further information, please call (505) 827-0700.
2. **Proof of Tenancy (Lease or Warranty Deed)** – A complete copy of the fully executed Lease Agreement or Warranty Deed for the premise in the name of the Applicant.
 - a. The Lease Agreement must be signed by both parties (Lessor and Lessee). All Exhibits, Addendums to Lease Agreement, Amendments to Lease Agreement, or Subleases must accompany the Lease Agreement.
 - b. The Warranty Deed must be a filed and recorded copy.
3. **Zoning Statement** – A copy of the Zoning Statement for the proposed premise issued by the Local Governing Body's Planning & Zoning Department (on letterhead). Please contact your city or county clerk for information regarding telephone numbers or addresses for the zoning office in your area. The Zoning Statement must include the following:
 - a. The complete physical address of the proposed premise.
 - b. Zoning (example: C-1, Commercial).
 - c. The statement regarding the permitted use for the type of liquor license being applied for (example: the on-premise consumption of alcohol is a permitted use within this zone).
4. **Floor Plan** – A copy of the detailed floor plan for the proposed premise showing the entrances/exits, kitchen, dining room, storage, sale, service, and consumption areas. All areas must be completely labeled. Please submit the floor plan on an 8½ x 11 sheet of paper **for each floor**. The floor plan may be hand drawn or may be a more detailed drawing from an architect. Please DO NOT submit blueprints.
 - a. Need to indicate which direction is North.
 - b. Need to show the location of the main street in relation to the licensed premises.
 - c. Need to indicate the total square footage including patios (example: 2500 square feet).
 - d. If there are any patios or outside dining areas, indicate how they are permanently enclosed to prevent alcohol from leaving the premises. Need to indicate the type and height of enclosure (example: 6 feet adobe wall). You will also need to supply photos of the enclosure.
5. **Surveyor's Certificate** – A certified copy of the Surveyor's Certificate (Plat) **if the proposed premises is between 300 feet and 400 feet** of the nearest church or school. The Surveyor's Certificate (Plat) should show the measurement from the nearest point of the proposed premises to the nearest point of the church or school property line. All measurements should be taken by shortest direct line.
6. **Waiver** – A copy of the approved Waiver from the Local Governing Body (on letterhead) **if the proposed premises is within 300 feet** of the nearest church or school.



Please submit the following documentation if applying as one of the following entities:

Partnership

1. **Partnership Agreement** – A complete and fully executed Partnership Agreement.
2. **Certificate of Partnership** – A Certificate of Partnership issued by the Secretary of State’s Office (if applicable).

Corporation

1. **Certificate of Incorporation** – A copy of the Certificate of Incorporation.
2. **Articles of Incorporation** – A filed copy of the Articles of Incorporation and any amendments thereto.
3. **Certificate of Good Standing** – A copy of the Certificate of Good Standing. The Division will obtain this document from the Public Regulation Commission. The corporation **MUST** be in good standing.
4. **Certificate of Authority** – A copy of the Certificate of Authority must be submitted for all Foreign Profit Corporations (out-of-state).

Limited Liability Company

1. **Certificate of Organization** – A copy of the Certificate of Organization.
2. **Articles of Organization** – A filed copy of the Articles of Organization and any amendments thereto.
3. **Operating Agreement** – A complete and fully executed Operating Agreement listing all members and managers including percentages of interest owned by each and any amendments thereto.
5. **Certificate of Authority** – A copy of the Certificate of Authority must be submitted for all Foreign Profit Companies (out-of-state).

Full disclosure totaling 100% is required on all of the preceding forms. Each individual, officer, director, member, manager, partner and each shareholder applying for license must complete the **Personal Data Information and Affidavit Form**.

Each individual, officer, director, member, manager, partner and each shareholder who owns a 10% interest or more must be fingerprinted. Fingerprints that **cannot** be done by Livescan with Cogent, must be on Alcohol and Gaming Division coded fingerprint cards only. To obtain those cards, contact AGD at (505) 476-4875 and they will be mailed to you or you may come into our offices located at the Toney Anaya Building, 2550 Cerrillos Road, Second Floor, Santa Fe, New Mexico. Complete each card with signature, address, sex, race, height, weight, color of eyes and hair, date of birth, place of birth, citizenship, social security number, application number, or license number and type. Note that persons who have been convicted of a felony or of two misdemeanor violations of the Liquor Control Act in any calendar year may not hold a liquor license or any interest in a liquor license in the State of New Mexico unless the person is restored to the privilege of holding a license by the governor.

Applicants unable to do Livescan with Cogent, must attach a *separate* \$44.00 money order with each set of two (2) fingerprint cards (fees **cannot** be combined into one check when submitting more than one set of cards), payable to the **3 M Cogent** and attach these cards to the application form. **No personal or business checks accepted.**

THE DIRECTOR MAY REQUIRE ADDITIONAL INFORMATION AS NEEDED TO COMPLETE THE APPLICATION.



New Mexico Regulation and Licensing Department ▪ Alcohol and Gaming Division
PO Box 25101 ▪ Santa Fe, New Mexico 87505-5101 ▪ (505) 476-4875 ▪ Fax (505) 476-4595 ▪ www.rld.state.nm.us/alcoholandgaming

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INSTRUCTIONS FOR FILLING OUT THE RESIDENT AGENT PAGE

1. As part of the application, an Applicant who is not a sole proprietor is required to submit information regarding a New Mexico resident, who is not a felon, who has the power and authority to make decisions related to liquor sales and operations and upon whom the director may serve any notice related to the operation of the license.
2. The Resident Agent form must be completed, signed, and notarized in two places.
 - The first section, the Appointment section, is to be completed and signed by an officer, director or a shareholder, holding a 10% interest or more, who has been fingerprint qualified. **This signature must be notarized.** In this section, the applicant will list the name of the chosen Resident Agent.
 - The second section, the Acceptance section, must be completed and signed by the individual who has been designated as the Resident Agent by the Applicant. **The signature of the Resident Agent must also be notarized.**
3. The individual designated as Resident Agent must complete a Personal Information and Affidavit Form. **Note:** All entities must file a new application for Resident Agent each time there is a change in agents.
4. Each resident agent must be fingerprinted. Fingerprints that cannot be done by Livescan with Cogent, must be on Alcohol and Gaming Division coded fingerprint cards only. To obtain those cards, please contact AGD at (505) 476-4875 and they will be mailed to you, or, you may come into our offices located at the Toney Anaya Building, 2550 Cerrillos Road, Second Floor, Santa Fe, New Mexico. Complete the card with signature, address, sex, race, height, weight, color of eyes and hair, date of birth, place of birth, citizenship, social security number, application number, or license number and type.
5. Applicants unable to do Livescan with Cogent, must attach a *separate* \$44.00 money order with each set of two (2) fingerprint cards (fees **cannot** be combined into one check when submitting more than one set of cards), payable to **3 M Cogent** and attach these cards to the application form. **No personal or business checks accepted.**
6. A Resident Agent must be an individual, at least 21 years of age, and at time of application, must be a resident of the State of New Mexico and remain a resident of New Mexico. A Resident Agent cannot have been convicted of a felony or of two misdemeanor violations of the Liquor Control Act in any calendar year.
7. A Resident Agent must hold current servers certification. A copy of the server's certification is required with the resident agent application.

See FBI Notice for all fingerprints submitted to this agency - [Applicant Notification and Record Challenge](#)

Officials at the governmental institutions and other entities authorized to submit fingerprints and receive FBI identification records under this authority must notify the individuals fingerprinted that the fingerprints will be used to check the criminal history records of the FBI. The officials making the determination of suitability for licensing or employment shall provide the applicants the opportunity to complete, or challenge the accuracy of, the information contained in the FBI identification record. These officials also must advise the applicants that procedures for obtaining a change, correction, or updating of an FBI identification record are set forth in Title 28, C.F.R., § 16.34. Officials making such determinations should not deny the license or employment based on information in the record until the applicant has been afforded a reasonable time to correct or complete the record, or has declined to do so. (*Title 42, U.S.C., §14616, Article IV (c); Title 28 C.F.R., § 50.12 (b)*)



LEASE APPLICATION

Application fee - **\$250.00** Fees are non-refundable.

State Liquor License # _____
Application Number _____
Local option (AGD use) _____

Record Owner of Existing License _____
Current D/B/A Name _____
Current Premises Address _____

Applicant is: Individual _____ Corporation _____ Partnership (General or Limited) _____ Limited Liability Company _____

NAME OF APPLICANT (company or individual)	ADDRESS (including city, state, zip)	TELEPHONE NUMBER
_____	_____	_____
_____	_____	_____

D/B/A name to be used: _____ Phone number for licensed premises: _____

Physical location where license is to be used: _____
(Include street number / highway number / state road, city and county, state, and zip code)

Mailing address: _____

Are alcoholic beverages currently being dispensed at the proposed location? Yes _____ No _____ If yes, give license number and type _____

I, (print name) _____, as (title) _____ being first duly sworn upon oath deposes and says: that he/she is the applicant or is authorized by the applicant to make this application; that he/she has read the same; knows the contents therein contained are true. Applicant(s) agree(s) that if any statements or representations herein are found to be false, the director may refuse to issue or renew the license or may cause the license to be revoked at any time.

You must sign and date this form in the presence of a notary public.

Signature of Applicant _____ Date _____

Notary Public Use Only

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20_____ by _____

Notary Public _____ My Commission Expires _____

Local Governing Body of: _____ (City or County). Hearing held on _____ 20_____

Check one: Approved _____ Disapproved _____ City/County Official _____ (Signature & Title)

For Alcohol and Gaming Division Use Only

Approved _____ Disapproved _____ Director Approval _____ Date _____



PREMISES LOCATION, OWNERSHIP, AND DESCRIPTION
SS-60-6B-10

1. The land and building which is proposed to be the licensed premises is (check one):

Owned by Applicant _____ Leased by Applicant (attach copy of deed or lease) _____ Other (provide details) _____

2. If the land and building are not owned by Applicant, indicate the following:

A. Owner(s) _____

B. Date and term of lease _____

3. Premises location is zoned (example C-1) _____

If the premises is zoned, attach zoning statement from local government giving location address and type of zone, stating whether alcoholic beverages are allowed at proposed location. If there is no zoning, attach confirmation from local government indicating there is no zoning.

4. Distance from nearest church *(Property line of church to licensed premises—shortest distance).

Miles/feet _____ Name of church _____ Address/location of church _____

5. Distance from nearest school *(Property line of school to licensed premises—shortest distance).

Miles/feet _____ Name of school _____ Address/location of school _____

6. Distance from military installation *(Property line of military installation to licensed premises-shortest distance.)

Miles _____ Name of Military Installation, circle one: Kirtland Air Force Base (Albuquerque), White Sands Missile Range (Las Cruces), Holloman Air Force Base (Alamogordo), Cannon Air Force Base (Clovis).

7. Attach, on a separate sheet, the detailed floor plan for each level (floor) where alcoholic beverages will be sold or consumed. Show exterior walls, doors, and interior walls. This will be the licensed premises. The floor plan should be no larger than 8 ½ x 11 inches, and must include the total square footage of premises.

*If the distance is beyond 300 feet, but less than 400 feet, a registered engineer or licensed surveyor must complete a Survey Certificate showing the exact distance.

8. Type of Operation:

Lounge _____ Restaurant _____ Package Grocery _____ Racetrack _____ Hotel _____ Other (specify) _____



LIMITED PARTNERSHIP OR GENERAL PARTNERSHIP INFORMATION SHEET

SS 60-6B-2(A)(b)

- Name of Limited Partnership or General Partnership _____
- Date Partnership formed (attach copy of Partnership Agreement) _____/_____/_____
- Date Partnership registered (attach copy of certificate) _____/_____/_____
- Mailing address: Street _____ City _____ State _____ Zip _____ Phone _____
- Names and addresses of all General and Limited Partners—full disclosure is required. If General Partner or Limited Partner is a corporation, LLC, Trust or other General or Limited Partnership, complete the appropriate entity information page.

General Partners

Name	Address	% Interest

Limited Partners

Name	Address	% Interest

6. Has this Partnership ever had a liquor license in which it held any interest in any State suspended or revoked, or has the Partnership been denied the issuance of a liquor license? No___ Yes___ If Yes, provide details:

7. List every liquor license in which this Partnership owns any interest, direct or indirect:

NOTE: For each individual General or Limited Partner, submit a complete **Personal Data Information Form** (page 6), and two (2) complete fingerprints cards (cards must be obtained from the Alcohol and Gaming Division) along with fee and supporting documentation. Fingerprints must be taken by City Police, State Police, Sheriff's Office (any state), or AGD approved agency.



LIMITED LIABILITY COMPANY

SS 60-6B-2A

1. Name of Limited Liability Company _____
2. Date company formed (attach copy of Operating Agreement) _____/_____/_____
3. Date company registered (attach copy of certificate and Article of Organization) _____/_____/_____
4. Mailing Address: Street _____ City _____ State _____ Zip _____ Phone _____
5. Names and addresses of all Members – full disclosure is required. If a Member is a corporation, Trust, Limited Liability Company, General or Limited Partnership, complete the appropriate entity information page.

LIST ALL MEMBERS AND MANAGERS

Name	Title	Address	% of interest/contribution

6. Has this Limited Liability Company ever had a liquor license in which it held any interest in any State suspended or revoked, or has the Limited Liability Company been denied the issuance of a liquor license? No___ Yes ___ If Yes, provide details:

7. List every liquor license in which this Limited Liability Company owns any interest, direct or indirect:

NOTE: For each individual Member, submit a complete **Personal Data Information Form** (page 6), and two (2) complete fingerprints cards (cards must be obtained from the Alcohol and Gaming Division) along with fee and supporting documentation. Fingerprints must be taken by City Police, State Police, Sheriff's Office (any state), or **AGD approved agency**.



TRUST

1. Name of Trust _____
2. Date Trust formed (attach copy of entire Trust Agreement) _____/_____/_____
3. Mailing Address: Street _____ City _____ State _____ Zip _____ Phone _____
4. Names and addresses of all Trustees and each Beneficiary of the Trust – full disclosure is required. If a Trustee or Beneficiary is a corporation, Limited Liability Company or a General or Limited Partnership, complete the appropriate corporation information on Page 4, or appropriate Partnership Statement (Page 3).

LIST ALL TRUSTEES AND BENEFICIARIES

Name	Title	Address	% of interest

5. Has this Trust ever had a liquor license in which it held any interest in any State suspended or revoked, or has the Trust been denied the issuance of a liquor license? No___ Yes ___ If Yes, provide details:

6. List every liquor license in which this Trust owns any interest, direct or indirect

NOTE: For each individual Trustee and/or Beneficiary, submit a complete **Personal Data Information Form** (page 6), and attach two (2) complete fingerprints cards (cards must be obtained from the Alcohol and Gaming Division) along with fee and supporting documentation. Fingerprints must be taken by City Police, State Police, Sheriff's Office (any state), or AGD approved agency.

Return this form to the Alcohol and Gaming Division, PO Box 25101, Santa Fe, New Mexico 87505-5101.



CORPORATION

SS 60-6B-2

Name of Corporation: _____
(Corporations must attach certified copy of its Certificate of Incorporation and Articles of Incorporation. Foreign corporations must also include a certified copy of its New Mexico certificate of authority.)

Date of Incorporation: _____ In what State? _____

Mailing Address of Corporate Office: _____ City _____ State _____ Zip _____ Phone _____

Provide complete names and addresses of all officers and directors of the Corporation, also the names and addresses of all stockholders of 10% or more of the stock in the Corporation. If a stockholder of 10% or more of the stock is any other legal entity, complete the appropriate disclosure page for the stockholding entity.

Name and Title of Officers, Directors and Stockholders	Complete Address	% Stock Held

USE ADDITIONAL PAGES IF NECESSARY.

Has this Corporation ever had a liquor license in which it held any interest in any State suspended or revoked, or has the Corporation been denied the issuance of a liquor license? No___ Yes ___ If Yes, provide details:

List every liquor license in which the Corporation holds any interest, direct or indirect: _____

Has this Corporation ever been convicted of a felony? No___ Yes ___ If Yes, provide details:

**** Note:** For each individual applicant, partner, officer, director, and stockholder of 10% or more of stock in corporation, submit a complete **Personal Data Information Form** (page 6) and attach two (2) complete fingerprint cards (cards must be obtained from the Alcohol and Gaming Division) along with fee and supporting documentation. Fingerprints must be taken by City Police, State Police, Sheriff's Office (any state), or **AGD approved agency**.



DESIGNATION OF RESIDENT AGENT

Fee \$50. (Excludes non-profit organizations.)

Name of Corporation/LLC/Partnership/Trust (print) _____ Liquor License # _____

D/B/A Name _____

KNOW ALL MEN BY THESE PRESENT that the company named on this form hereby makes, constitutes and appoints _____ to act as Resident Agent on behalf of the company and accept service of process for all purposes relating to the sales and service of the alcoholic beverages, including orders and notices of the Director and/or the Division, and to have power of attorney to exercise full authority, control, and responsibility for the conduct of all business transactions of the company within the State relative to the sale of alcoholic beverages under authority of this license. **Please check the correct box** Initial or Replacing Resident Agent

You must sign and date this form in the presence of a notary public.

Adding another Resident Agent

Signature of Officer of Corporation/LLC/Partnership/Trust _____ Title _____

ACKNOWLEDGEMENT FOR COMPANY

State of _____ County of _____

SUBSCRIBED AND SWORN TO before me this _____ Day of _____, 20____ by (appointing officer print name) _____

Notary Public _____ My Commission Expires _____

ACCEPTANCE

I, (print name) _____, hereby accept the appointment as Resident Agent. I am a resident of the State of New Mexico. I am the Resident Agent for the following numbered New Mexico Liquor License(s): _____, _____, _____, _____, _____, _____

Residence Address: _____ City _____ State _____ Zip _____ Phone # _____

You must sign and date this form in the presence of a notary public.

I certify that I am a resident of the state of New Mexico

Signature of Resident Agent _____ Expiration Date of Servers Certification _____

(Copy of permit required)

ACKNOWLEDGEMENT FOR NATURAL PERSONS

State of _____ County of _____

SUBSCRIBED AND SWORN TO before me this _____ Day of _____, 20____ by (accepting RA print name) _____

Notary Public _____ My Commission Expires _____

For Alcohol and Gaming Division Use Only

Approved _____ Disapproved _____ Director Approval _____ Date _____



PERSONAL DATA INFORMATION AND AFFIDAVIT

Liquor License # _____ or Application # _____

INSTRUCTIONS: Submit this page for each individual applicant, each officer and director of a corporation, each stockholder (individual) owning 10% or more of the stock in Applicant Corporation, each individual limited or general partner, and each resident agent for a corporation, and each manager and member of LLC with 10% or more interest. Make additional copies of this page if necessary.

Name (print) First _____ Last _____ Birth date: ____/____/____ Birthplace: _____
Residence address _____ City _____ State _____ Zip _____
Business address: _____ Business phone: _____
SS # _____ - _____ - _____ Driver's license # _____ State of issue _____ Citizenship _____ Resident Alien # _____

Male Female

Yes No Are you married?

Yes No Has your spouse ever been convicted of a felony in any jurisdiction? *If yes, provide details:* _____

If you have been known by any other name, attach a list showing dates and reason for other name(s). (Example: maiden name). Attach additional pages if necessary.

Name	Date of change	Reason for Change
<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Have you been convicted of a felony? <i>If yes, provide details:</i> _____</p>		
<p>Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Has the Governor restored to you the privilege to receive and hold a liquor license? <i>If yes, attach copy of documentation.</i></p>		
<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Have you been convicted of two separate misdemeanor violations of the New Mexico Liquor Control Act in any calendar year?</p>		
<p><i>If yes, provide details:</i> _____</p>		
<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Have you ever had an application for a liquor license denied or had a liquor license in which you held any interest in any state suspended or revoked?</p>		
<p><i>If yes, provide details:</i> _____</p>		
<p>Yes <input type="checkbox"/> No <input type="checkbox"/> Are you at least 21 years of age?</p>		
<p>List every liquor license by number and State in which you directly or indirectly own any interest: _____</p>		

Be sure that all questions have been answered.

You must sign and date this form in the presence of a notary public.

I, (print name) _____ swear that the information contained on this form is true, and understand that if any information contained herein is false or found to be false, the Division may revoke the liquor license issued under this application.

Affiant Signature _____ Date _____

NOTARY PUBLIC USE ONLY

SUBSCRIBED AND SWORN TO before me this _____ Day of _____ 20____ by _____

Notary Public _____ My Commission Expires _____

*** Each person required to complete this page and required to submit fingerprints, attach two (2) complete fingerprints cards (cards must be obtained from the Alcohol and Gaming Division) along with fee and supporting documentation. Fingerprints must be taken by City Police, State Police, Sheriff's Office (any state), or AGD approved agency. A \$44.00 money order payable to the 3 M Cogent must accompany EACH PERSONS SET OF FINGERPRINTS.*



SUNDAY SALES APPLICATION

Non-transferable

Indicate the type of license you are applying for. If applying for both, mark both:

Sunday Sales **BY THE DRINK** _____ (Fee: \$100.00) Liquor License # _____
Sunday Sales **PACKAGE** _____ (Fee: \$100.00) Application # _____

1. Type of Liquor License applied for (print): _____

2. DBA Name (print): _____

3. Name of applicant: _____

4. Physical location of licensed premises.

Street address: _____ City: _____ State: _____ Zip: _____

5. Mailing address: _____ City: _____ State: _____ Zip: _____

6. Local Option District (city or county where license is located): _____

The holder of a license that allows sales of alcoholic beverages by the drink may obtain a permit for the sale, service, or consumption of alcoholic beverages by the drink on a licensed premises on Sundays, between the hours of 11:00 a.m. to 12:00 midnight (Restaurant License holders see ** below). Sunday Sales by the drink are only permitted in those local option districts in which Sunday Sales have been approved by the voter in the at local option district.

The holder of a license that allows package sales of alcoholic beverages for the off-premises consumption may obtain a permit for the sale of alcoholic beverages in unbroken packages for off-premises consumption on Sundays between the hours of 12:00 noon and 12:00 midnight in those local option districts that permit Sunday Package Sales.

****Hours for sale, service, or on premises consumption on Sunday for Restaurant License: 11:00 a.m. until 11:00 p.m. or until sales and service of food ceases, whichever is earlier.**

Applicant/Licensee Signature _____ Date _____

For Alcohol and Gaming Division Use Only

Approved By _____ Date _____



New Mexico Regulation and Licensing Department

ALCOHOL AND GAMING DIVISION

Toney Anaya Building ▪ PO Box 25101 ▪ Santa Fe, New Mexico 87505-5101
 (505) 476-4875 ▪ Fax (505) 476-4595 ▪ www.rld.state.nm.us/alcoholandgaming

STATEMENT OF DEBT CLEARANCE

Applicant for the transfer or lease of a liquor license must circulate this statement among all LIQUOR WHOLESALERS who have provided alcoholic beverages to the licensee and obtain certification that all debts owing have been paid or satisfactory arrangements for payment have been made.

SUBMIT ORIGINALS ONLY. PHOTOCOPIES OF THESE PAGES ARE NOT ACCEPTABLE

CERTIFICATION BY WHOLESALERS

It is certified that all debts owed by the owner of record or the lessee of Liquor License No. _____ have been paid or satisfactory arrangements for payment have been made and that in the interim period prior to issuance of a license to the new owner or lessee all sales made to this license will be on a cash basis only. It is further certified that any lien on this license has been satisfied.

#6820 Tularosa Vineyards 23 Coyote Canyon Road Tularosa, New Mexico 88352 (505) 585-4414 Print Name: _____ Signature: _____ Date: _____	#6823 La Chiripada Winery P.O. Box 191 Dixon, New Mexico 87527 (505) 579-4437 Print Name: _____ Signature: _____ Date: _____	#6824 Madison Vineyards & Winery HC 72 Box 490 Dixon, New Mexico 87527 (505) 421-8028 Print Name: _____ Signature: _____ Date: _____
#6830 La Vina Winery 4201 South Highway 28 La Union, New Mexico 88021 (505) 882-7632 Print Name: _____ Signature: _____ Date: _____	#6831 Milagro Vineyards, Incorporated P.O. Box 1205 Corrales, New Mexico 87048 (505) 898-3998 Print Name: _____ Signature: _____ Date: _____	#6833 Corrales Winery P.O. Box 527 Corrales, New Mexico 87048 (505) 898-5165 Print Name: _____ Signature: _____ Date: _____
#6834 Anazasi Fields P.O. Box 712 Placitas, New Mexico 87403 (505) 867-3062 Print Name: _____ Signature: _____ Date: _____	#6835 New Mexico Wineries, Inc. P.O. Box 1180 Deming, New Mexico 88030 (505) 546-9324 Print Name: _____ Signature: _____ Date: _____	#6836 Black Mesa Winery P.O. Box 308 Velarde, New Mexico 87582 (505) 852-2820 Print Name: _____ Signature: _____ Date: _____

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<p>#6839 Ponderosa Valley Winery, Inc. 3171 Highway 290 Ponderosa, New Mexico 87044 (505) 834-7487 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6844 Wines of New Mexico, Inc. P.O. Box 1611 Ruidoso, New Mexico 88345 (505) 630-9003 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6845 Wines of the San Juan 233 Highway 511 Blanco, New Mexico 87412 (505) 632-0879 Print Name: _____ Signature: _____ Date: _____</p>
<p>#6851 Luna Rossa Winery P.O. Box 1507 Deming, New Mexico 88030-1507 (505) 546-7948 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6852 Tierra Encantada Vineyards & Winery 3560 Luck Circle NW Albuquerque, New Mexico 87107 (505) 343-1956 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6854 Heart of The Desert Wines Eagle Ranch, 7288 Highway 54/70 Alamogordo, New Mexico 88310 (505) 434-0035 Print Name: _____ Signature: _____ Date: _____</p>
<p>#6857 Guadalupe Vineyards P.O. Box 400 San Fidel, New Mexico 87049 (505) 552-0082 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6858 Falcon Ventures, Inc. 3159 Plaza Blanca Santa FE, New Mexico 87507 (505) 438-0945 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6859 Acequia Vineyards & Winery P.O. Box 62 Corrales, New Mexico 87048-0062 (505) 264-1656 Print Name: _____ Signature: _____ Date: _____</p>
<p>#6862 Pecos Flavors Winery 305 North Main Roswell, New Mexico 88201 (575) 627-6265 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6863 Casa Rondena Winery 733 Chavez Road NW Albuquerque, New Mexico 87107 (505) 344-5911 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6864 Don Quixote Winery 236 Rio Bravo Los Alamos, New Mexico 87544 (505) 672-3581 Print Name: _____ Signature: _____ Date: _____</p>
<p>#6865 San Tomas Vineyards / Pistachio 7320 US Highway 54-70 Alamogordo, New Mexico 88310 (575) 437-0602 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6866 Casa Abril Vineyards & Winery 01 Camino Abril Algodones, New Mexico 87001 (505) 771-0696 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6867 La Esperanza Vineyard, LLC HC 71 Box 1377 San Lorenzo, New Mexico 88041 (575) 259-9523 Print Name: _____ Signature: _____ Date: _____</p>

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<p>#6868 Amaro Winery 2480 Roadrunner Parkway Las Cruces, New Mexico 88011 (575) 525-0241 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6871 Noisy Water Winery 2342 Sudderth Drive Ruidoso, New Mexico 88345 (575) 257-9335 Print Name: _____ Signature: _____ Date: _____</p>	<p>#6873 Pasando El Tiempo Winery & Vineyards 277 Dandelion Road Corrales, New Mexico 87048 (505) 922-8826 Print Name: _____ Signature: _____ Date: _____</p>
<p>#68001 Wicked Kreations, LLC 7209 Beck Drive NE Albuquerque, New Mexico 87109 (505) 620-0298 Print Name: _____ Signature: _____ Date: _____</p>	<p>#68002 Alamo Winery PO Box 384 Bernalillo, New Mexico 87004 (505) 867-2258 Print Name: _____ Signature: _____ Date: _____</p>	<p>#68003 Sombra Antigua Winery PO Box 671 Chamberino, New Mexico 88027 (915)241-4349 Print Name: _____ Signature: _____ Date: _____</p>
<p>#68004 Coronado Lodge Vineyard 129 Cottonwood Canyon Road La Luz, New Mexico 88337 (575) 437-7420 Print Name: _____ Signature: _____ Date: _____</p>	<p>#68005 Las Nueve Ninas, LLC PO Box 26 Mora, New Mexico 87732 (575) 387-6660 Print Name: _____ Signature: _____ Date: _____</p>	<p>#68006 Santa Fe Hard Cider, LLC 27 Camino La Cueva Glorieta, New Mexico 87535 (505) 4246122 Print Name: _____ Signature: _____ Date: _____</p>
	<p>#7003 Gallup Sales Co. 530 East 66th Avenue Gallup, New Mexico 87301 (505) 863-5241 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7034 Howard A. Rubin, Incorporated 623 ½ Camino Rancheros Santa Fe, New Mexico 87505-2837 (505) 988-1728 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7087 Southern Wine & Spirits 1601 Commercial NE Albuquerque, New Mexico 87102 (505) 246-3122 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7097 National Distributing Company Inc. 5920 Office Blvd. NE Albuquerque, New Mexico 87109 (505) 345-4492 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7098 Premier Distributing Co. Clovis 1017 & 1019 East Santa Fe Blvd. Clovis, New Mexico 88101 (575) 762-4489 Print Name: _____ Signature: _____ Date: _____</p>

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<p>#7099 Premier Distributing Co. Albuquerque 4321 Yale Blvd., N.E. Albuquerque, New Mexico 87107 (505) 344-0287 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7100 Premier Distributing Co. Santa Fe 2680 Sawmill Road Santa Fe, New Mexico 87505 (505) 473-0595 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7108 Premier Distributing, Co. Gallup 3524 Sonastee Gallup, New Mexico 87107 (505) 863-6708 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7109 Premier Distributing Co. 1200 Troy King Road Farmington, New Mexico 87401 (505) 327-6371 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7110 Synergy Fine Wines 149 Mountain Park Place, NW Unit B Albuquerque, New Mexico 87102 (505) 792-9730 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7119 Santa Fe Brewing Company P.O. Box 29773 Santa Fe, New Mexico 87592-9773 (505) 424-3333 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7123 Fiasco Fine Wine Inc. 20 Bisbee Court Santa Fe, New Mexico 87508 (505) 438-2500 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7126 Tractor Brewing Company 120 Nelson Lane, Unit C Los Lunas, New Mexico, 87031 (505) 866-0477 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7127 Marble Distributing 4056 Cerrillos Road, Suite F-6 Santa Fe, New Mexico 87507 (505) 424-1882 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7129 L & F Distributors 2200 North Atkinson Avenue Roswell, New Mexico 88201 (575) 622-0380 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7138 Floating World, Inc 320 Tesuque Drive Santa Fe, New Mexico 87505 (505) 989-4104 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7139 Premier Distributing Company 380 Alliance Drive Las Cruces, New Mexico 88005 (505) 344-0287 (ABQ) Print Name: _____ Signature: _____ Date: _____</p>

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<p>#7141 Admiral Beverage Corporation 1018 South Atkinson Roswell, New Mexico 88203 (505) 243-2293 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7142 Admiral Beverage Corporation 6000 South Main Street Mesilla Park, New Mexico 88047 (505) 243-2293 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7143 Admiral Beverage Corporation 7 Paseo de River Santa Fe, New Mexico 87507 (505) 243-2293 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7144 Admiral Beverage Corporation 1801 East Broadway Farmington, New Mexico 87401 (505) 243-2293 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7145 Admiral Beverage Corporation 701 Comanche NE Albuquerque, New Mexico 87107 (505) 243-2293 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7146 Comanche Creek Brewing PO Box 375 Eagle Nest, New Mexico 87718 (575) 377-2337 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7147 The Way of Sake 207 A North Guadalupe Street Santa Fe, New Mexico 87501 (505) 231-2743 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7150 Premier Beverage 4321 Yale NE Albuquerque, New Mexico 87107 (505) 344-0287 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7152 Favorite Brands 2500 Solano Drive NE Albuquerque, New Mexico 87110 (505) 883-9248 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7156 Jag Distribution Company 815 Bellamah Avenue Albuquerque, New Mexico 87104 (505) 242-2292 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7157 Allison's Imports, LLC 11405 Canyonlands Road SE Albuquerque, New Mexico 87123 (505) 480-8643 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7158 Taos Mesa Brewing 20 ABC Mesa Road El Prado, New Mexico 87529 (575) 613-4722 Print Name: _____ Signature: _____ Date: _____</p>

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<p>#7159 Vingarage 17 Bisbee Court Bldg 3 Unit H Santa Fe, New Mexico 87508 (505) 440-9926 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7160 Southwest Wines & Spirits, LLC 3832 Hawkins Street NE Albuquerque, New Mexico 87109 (575) 546-9324 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7161 KGB Spirits 36 Bisbee Court Unit B Santa Fe, New Mexico 87508 (575) 751-7168 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7162 New Mexico Craft Brewing 1212 Railroad Avenue Las Vegas, New Mexico 87701 (505) 850-6839 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7163 Johnson Brothers of New Mexico 1340 Broadway Avenue NE Albuquerque, New Mexico 87102 (505) 247-4246 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7164 La Cumbre Brewing Co. 3313 Girard Blvd, NE Albuquerque, New Mexico 87107 (505) 872-0275 Print Name: _____ Signature: _____ Date: _____</p>
<p>#7165 Santa Fe Boutique Wines, LLC 1517 Third Street Santa Fe, New Mexico 87505 (505) 690-9918 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7166 Duel Brewing 1228 Parkway Drive Units C & D Santa Fe, New Mexico 87507 (505) 474-5301 Print Name: _____ Signature: _____ Date: _____</p>	<p>#7167 Admiral Beverage Corporation 3980 Prince Street SE Albuquerque, New Mexico 87105 (505) 243-2293 Print Name: _____ Signature: _____ Date: _____</p>
<p>#70001 Road Runner Beverage Distributors, LLC 4801 San Mateo Blvd, NE Albuquerque, New Mexico 87109 (202) 509-4000 Print Name: _____ Signature: _____ Date: _____</p>	<p>#70002 Bosque Brewing Co 8900 San Mateo Blvd, NE Suite 1 Albuquerque, New Mexico 87113 (505) 433-3889 Print Name: _____ Signature: _____ Date: _____</p>	<p>#70003 Southwest Wines & Spiritis Albuquerque PO Box 2247 Corrales, New Mexico 87048 (505) 977-4677 Print Name: _____ Signature: _____ Date: _____</p>
<p>#70004 Core-Mark 5600 2nd Street NW Suite D Albuquerque, New Mexico 87199 (505) 343-9577 Print Name: _____ Signature: _____ Date: _____</p>	<p>#70005 Cottonwood Wine and Brewing 1 East Cottonwood Road Artesia, New Mexico 88210 (575) 308-1567 Print Name: _____ Signature: _____ Date: _____</p>	<p>#70006 Santa Fe Cider Works 1311 Acequia Borrada Santa Fe, New Mexico 87507 (505) 310-3213 Print Name: _____ Signature: _____ Date: _____</p>

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#70007 Broken Bottle Brewery, LLC 9421 Coors Blvd, NM Suite K Albuquerque, New Mexico 87114 (505) 890-8777 Print Name: _____ Signature: _____ Date: _____	#70008 Shattuck Vineyard, LLC 1511 Ocatillo Street T or C, New Mexico 87901 (915) 491-9459 Print Name: _____ Signature: _____ Date: _____	#70009 Troubled Minds, Inc 3905 Simms Avenue SE Albuquerque, New Mexico 87108 (505) 850-6662 Print Name: _____ Signature: _____ Date: _____
#70010 Noisy Water Artwear, Inc 2342 Sudderth Drive Ruidoso, New Mexico 88345 (575) 257-9335 Print Name: _____ Signature: _____ Date: _____	#70011 Sunningdale, LLC 4916 Sunningdale Avenue NE Albuquerque, New Mexico 87110 (505) 459-0691 Print Name: _____ Signature: _____ Date: _____	

CERTIFICATION OF CURRENT LICENSE OWNER OR AGENT

The undersigned certifies that the following wholesalers are the only wholesalers from whom alcoholic beverages were purchased.

PRINT NAME OF CURRENT LICENSEE OR APPROVED AGENT: _____

SIGNATURE: _____ DATE: _____

STATEMENT OF DEBT CLEARANCE