

GENERAL REQUIRED DOCUMENTS: Applicants licensing in-state location

- Establishing Business Profile
 - Tax Registration Certificate
 - Proof of FEIN
 - Entity Documents
 - Limited Liability Company:
 - Corporation:
 - Partnership:
 - Trust:
 - Governmental:
- When Applying for a License
 - Lease or Deed for Real Property in Applicant Name
 - Zoning Statement (Not Required for “Transfer of Ownership” only)
 - Floor Plan

REQUIREMENTS BASED ON LICENSE TYPE

BED AND BREAKFAST

- Food Establishment Permit
- Proof to Establish Applicant as Bed and Breakfast
- Photos

CRAFT DISTILLER | SMALL BREWER NEW LICENSE | MANUFACTURER | WHOLESALER | WINEGROWER

- Production Plan and Description of Manufacturing Equipment
- Federal Brewer Notice (Small Brewer) OR Federal Basic Permit (Craft Distiller, Wholesaler, Manufacturer, Winegrower)
- Approved Labels (if applicable)
- Photos of interior, including manufacturing area and patio (if applicable)

CRAFT DISTILLER OFF-SITE | SMALL BREWER OFF-SITE | WINEGROWER OFF-SITE

- Photos of patio (if applicable)

GOVERNMENTAL

- Photos of patio (if applicable)

LEASE

- Tax Clearance
- Liquor License Lease Agreement
- Photos of the patio (if applicable)
- Wholesalers Statement of Debt Clearance

PERSONAL REPRESENTATIVE

- Appointment of Personal Representative
- Death Certificate
- Last Will & Testament (if available)
- Letters of Testamentary

RESTAURANT LICENSE (A AND B)

- Menu including days/hours of operation
- Food Establishment Permit
- Photos of the kitchen area, dining area and patio (if applicable)

TRANSFER OF LOCATION FOR A RESTAURANT LICENSE

- Lease or Deed
- Zoning Statement
- Floor Plan
- Photos of the kitchen area, dining area and patio (if applicable)

TRANSFER OF OWNERSHIP | TRANSFER OF OWNERSHIP & LOCATION | TRANSFER OF LOCATION

- Tax Clearance
- Purchase Agreement (only for Transfer of Ownership and Transfer of Ownership & Location)
- Bill of Sale (only for Transfer of Ownership and Transfer of Ownership & Location)
- Photos of patio (if applicable)
- Wholesalers Statement of Debt Clearance (only for Transfer of Ownership and Transfer of Ownership & Location)
- Zoning Statement (Transfer of Ownership & Location and Transfer of Location)