APPLICATION CHECKLIST: WHOLESALER LICENSE

APPLICANT NAME: ______ T/A: _____

TYPE OF LICENSE: _____ NEW \Box TRANSFER \Box

- Completed application form with all required attachments
- □ Application processing fee: \$1000.00 (Non-Refundable)
- Completed Form A-2 for each owner, officer, member, director and/or partner with all required attachments*
- \Box Financial statement for the Applicant business
- □ Financial statement for each person with ownership interest of 10% or greater in the Applicant business*
- □ Tax certification letter from the Division of Revenue for the Applicant business
- □ Tax certification letter for each person with ownership interest of 10% or greater in the Applicant business*
- \Box Certificate of incorporation/formation for the Applicant business
- Certificate of good standing, if Applicant business has been in existence more than 90 days
- □ Articles of incorporation and minutes listing directors/officers, or LLC member agreement
- \Box State and (if required) county or municipal business licenses
- \Box Lease with permission for sale of alcohol <u>or</u> deed if Applicant owns warehouse premises
- □ Floor plan of warehouse showing dimensions, ingress/egress, and alcohol storage
- \Box Zoning approval from the county or municipality
- □ Affidavit of notice publication from one daily and one weekly newspaper (not required for transfers)
- □ Proof of mailed notice to property owners (either within 200 ft. or 1,000 ft.) (not required for transfers)
- □ Certificate of occupancy, or building permit with c/o due at time of final inspection
- □ Agreement to transfer license, if application is a transfer