

Melvin Hyatt  
CHAIRMAN

John G. Warner  
COMMISSIONER

James C. Thomas  
COMMISSIONER



**BOARD OF LICENSE COMMISSIONERS  
FOR ANNE ARUNDEL COUNTY**

2660 RIVA ROAD  
SUITE 360  
ANNAPOLIS, MD 21401

(410) 222-1148  
FAX: (410) 222-1810

**INFORMATION TO BE SUBMITTED FOR ALCOHOLIC BEVERAGE LICENSE**

**(CHANGE OF OFFICER - MINORITY STOCKHOLDER)**

1. Financial information form for the new officer.
2. Application form **must** be filled out by new officer as well as remaining licensees and the owner of the property and notarized.
3. Proof of residency and taxpayer (paying taxes on real property) in Anne Arundel County for two (2) years preceding the filing of this application, along with a copy of voter registration card, if the applicant is the resident agent.
4. Check for \$200.00 made payable to Anne Arundel County. This covers the cost of the transferring of the license.
5. Copies of the minutes of the meeting showing the change of officers.
6. Notarized affidavit stating that there are no outstanding debts against the corporation other than current operating expenses and/or mortgage.
7. Copy of stock certificate issued to the new officer and photocopy of driver's license. Naturalization certificate if applicable.
8. Letter from licensee stating that they would like their name removed from the license.
9. In Anne Arundel County, The Board shall apply to the Central Repository for State and National criminal history records check for each alcoholic beverages license applicant. This service can be accomplished at any Live Scan Facility.
10. The present licensee (s), along with all of the above information, and the current license must be brought to the Board of License Commissioners office, 2660 Riva Road, Suite 360, Annapolis, Maryland, so that we may make the necessary changes.