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## BOARD OF LICENSE COMMISSIONERS FOR ANNE ARUNDEL COUNTY

### INFORMATION TO BE SUBMITTED FOR ALCOHOLIC BEVERAGE LICENSE

#### (CHANGE OF OFFICER - MAJORITY STOCKHOLDER)

1. Six (6) copies of the Financial information form for each applicant and investor.
2. Six copies (6) of the Application form that has been completed by each applicant and the owner of the property and notarized.
3. Six (6) copies of the 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, naturalizing certificate if applicable and any and all exhibits that will be presented at hearing. (DOES NOT APPLY TO HOTEL-MOTEL-RESTAURANT LICENSE)
4. Check for \$600.00 made payable to Anne Arundel County. This covers the cost of the hearing, advertising, and the sign for posting of the property.
5. Six (6) sets of the following: Articles of Incorporation, by-laws, minutes of the stockholders meeting, stock certificates issued to the applicants, a list of all stockholders, an original Certificate of Good Standing from the State Department of Assessments and Taxation, and Franchise Agreement if applicable.
6. Six (6) copies of the Notarized affidavit stating that there are no outstanding debts against the corporation other than current operating expenses and/or mortgage.
7. Six (6) copies of the Letter from licensee stating that they would like their name removed from the license.
8. 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.
9. 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.