

**INFORMATION TO BE SUBMITTED FOR ALCOHOLIC BEVERAGE LICENSE
(TRANSFER)**

1. Five (5) copies of the Financial information form for each applicant and investor.
2. Five (5) copies of the Application form that has been completed by each applicant and the owner of the property and notarized.
3. 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.
4. Five (5) copies 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, Franchise Agreement if applicable, any and all exhibits that will be presented at hearing.
5. Five (5) copies of proof of residency and tax payer (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 notification card, naturalization certificate if applicable, photocopy of driver's license for each applicant and a current floor plan of the establishment.
6. One (1) set of the following: Workers Compensation, Alcohol Awareness Certificate, Certificate of Use, Occupancy Permit, Retail Sales License, Traders License, Health Department License, Copy of Application for Special Occupational Tax Stamp, Bulk Permit, Bulk Affidavit and Capacity Sign, if the Board approves the application for the transfer.
7. 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.