Permanent Liquor License Application

INSTRUCTIONS

THE NOVA SCOTIA ALCOHOL, GAMING, FUEL & TOBACCO DIVISION REQUIRES THE FOLLOWING WITH EACH APPLICATION:

☐ Organizational Chart
☐ Liquor Licensing Personal History Applications(s)
☐ Deed or Lease
☐ Purchase Agreements
☐ Zoning
☐ Floor Plan
☐ Menu
☐ Health Permit
☐ Fire Official Approval with Occupancy

• SEE APPLICATION GUIDE FOR DETAILS OF THE REQUIREMENTS NOTED ABOVE.
• INCOMPLETE OR IMPROPERLY COMPLETED FORMS MAY RESULT IN DELAY OF PROCESSING.
• EACH STATEMENT MADE IN THIS APPLICATION IS SUBJECT TO VERIFICATION: IT IS A SERIOUS OFFENCE TO KNOWINGLY PROVIDE FALSE INFORMATION IN ANY PART OF THIS APPLICATION.
• PLEASE NOTE: ADDITIONAL ZONING CONFIRMATION FEES WILL BE APPLIED IN HRM ($100.00).
• ALL QUESTIONS AND COMPLETE APPLICATIONS CAN BE DIRECTED TO:

Alcohol, Gaming, Fuel & Tobacco Division
Service Nova Scotia
780 Windmill Road, 2nd Floor
PO Box 545
Dartmouth NS
B2Y 3Y8

PHONE: 1-877-565-0556 or 902-424-6160
Fax: 902-424-6313

Email: AGDLicense@novascotia.ca
Website: https://novascotia.ca/sns/access/alcohol-gaming.asp
1. Applicant Information

Business Name:

Type  ☐ Company  ☐ Partnership  ☐ Sole Proprietor  RJSC ID#:

Name........: _____________________________________________________________

Position ....: ___________________________________________________________

Address ....: ___________________________________________________________

City/Town.: ___________________________ Province: ______ Postal Code: ______

Phone# .....: ___________________________ Fax # ....: _______________________

Email........: ___________________________________________________________

2. Premises

Operating Name: _________________________________________________________

Expected opening date: _________________________________________________

Civic Address of Premises

________________________________________________

MAILING ADDRESS, if different from civic

________________________________________________

Postal Code:

3. License Type and Fees

☐ Eating Establishment  ☐ Lounge*  ☐ Beverage Room  ☐ Cabaret

*Note: for a Lounge liquor license, you must also have an Eating Establishment liquor license

<table>
<thead>
<tr>
<th>Type of License</th>
<th>Application Fee</th>
<th>3 Year License Fee</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eating Establishment, Lounge, or Beverage Room</td>
<td>$311.45</td>
<td>$560.70</td>
<td>$872.15</td>
</tr>
<tr>
<td>Cabaret (business plan must be included)</td>
<td>$311.45</td>
<td>$1,869.00</td>
<td>$2,180.45</td>
</tr>
</tbody>
</table>

☐ HRM Zoning Confirmation ($100 must be included), otherwise obtained from your local municipality.

- You must submit the Non-Refundable Application Fee with your application. The 3 Year License Fee must be received prior to issuance.
  - Credit Card Payment: Visa/MasterCard # & Expiry (mm/yy) – This information is only permitted if your application is faxed to our office or you can provide this via phone. Please do not include via email.
4. **Conversion Privileges for Eating Establishment with Lounge License**

A lounge licensee is permitted to temporarily convert their eating establishment license to a lounge license, if the corresponding eating establishment is adjacent to the lounge, suitable access is provided between the 2 areas and the Eating Establishment is operational for 5 hours on any day the licensee operates their lounge.

I request conversion privileges:

☐ No ☐ Yes

**Conversion Time:**

5. **Entertainment**

☐ No ☐ Yes  If yes, Details:

Will Adult Entertainment be offered?

☐ No ☐ Yes

6. **STATUTORY DECLARATION (Form must be notarized)**

I (we) print name(s) ___________________________________________ do solemnly declare:

THAT I (we) hereby apply for the type of license noted above pursuant to the Liquor Control Act and Liquor Licensing Regulations;

AND THAT I(we) am nineteen years of age or over:

AND THAT I (we) am authorized to carry on business in the Province whose officer, agent or manager in charge of the premises for which the license is issued is personally qualified as provided in clause 48 (3) (a) of the Act;

AND THAT the particulars furnished by me and forming the application for a liquor license and all subsequent documents submitted in support of this application are true and correct statements of fact and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

**Applicant(s) Signature:** ___________________________________________

**SWORN before me at ___________________________________________ in the Province of Nova Scotia this __________ day of ____________________ A.D. 20 _____

**Signature & Stamp:** Justice of the Peace, Commissioner of Oaths, Notary or Lawyer