

Questions on Status of
 Application - (614) 644-3155
 General Questions - (614) 644-2411
 Office Hours - 8:00 - 5:00

Ohio Department of Commerce
 Division of Liquor Control
 6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio
<http://www.com.ohio.gov/liqr>



APPLICATION FOR MANUFACTURER, BREWPUB, OR WAREHOUSE (WITH OPTION FOR D6) PERMIT
CAUTION: ALLOW 6 TO 8 WEEKS FOR PROCESSING

THE FOLLOWING ITEMS MUST BE SUBMITTED FOR YOUR APPLICATION TO BE ACCEPTED FOR PROCESSING

- A. Application Processing Fee of \$100.00 when filing for an A1, A1A, A1c, D6, A3, A3a, A4 or W Class Fee.
- B. Application completed in its entirety, notarized and signed.
- C. If Individual, list Social Security Number on line provided. _____
- D. If Partnership, you must submit a **completed** DLC form 4031, along with a copy of the Partnership Agreement.
- E. If Corporation, you must submit a **completed** DLC form 4030.
- F. If Limited Liability Company, you must submit a **completed** DLC form 4032.

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

CHECK CLASSES APPLIED FOR: Class and Fee

- A-1 \$3,906.00 (per plant) - Manufacturer of Beer with annual production volume wherever produced of **more** than 31 million gallons
- A-1A \$3,906.00 - Beer and any Intoxicating liquor on an A1, A-1c, or A2 premises (**With A1, A-1c, or A2 only**)
- A-1c \$1,000.00 (per plant) - Manufacturer of Beer with annual production volume wherever produced of 31 million gallons OR less (eff. 7/30/13)
- A-2 \$76.00 - Manufacturer of Wine
- A-3 \$3,906.00 - Manufacturer, import and sell alcohol and spirituous liquor.
 *If the plant's annual production capacity is less than 500 wine barrels of 50 gallons each, the FEE is \$2.00 per barrel.
 Annual production _____ (wine barrels) x \$2.00 = _____ is the A-3 Permit fee.
- A-3a Variable - Manufacturer of less than 10,000 gallons of spirituous liquor and sale to a personal consumer. The class fee is based upon the estimated first year production of \$2.00 per each 50 gallon barrel.
 Estimated barrel (50 gal. each) production _____ x \$2.00 = _____ is the A-3A Permit Fee.
- A-4 \$3,906.00 - Manufacturer and sell certain prepared and bottled drinks, import for blending purposes.
- B-2a \$25.00 - Sale to retail permit holders (**With A2 only**)
- D-6 \$500.00 - Sunday Sales of Wine (**With A-1a, or A2 only**)
- S \$25.00 - Sale of wine via mail order to a personal consumer - (**With A2 only**)
- W \$1,563.00 - Manufacturer or supplier to store beer or intoxicating liquor for sale to B permit holders, or customers outside this state.

SECTION A Type of Business: INDIVIDUAL PARTNERSHIP CORPORATION LLC OTHER

SECTION B

Applicant (Individual, Corporation, Limited Liability Company or Partnership):

DBA (doing business as):

Permit Premises Address:

Township (if outside city limits):

City:

Zip Code:

County:

Residence Phone #:

Business Phone #:

Email Address:

Mailing Address: (Name, Street Address, City & Zip):

Attorney's Name:

Address:

City, State, & Zip:

Phone #

FOR DIVISION USE ONLY

| Coder: | CLASS | RCPT# | REMARKS: | REVIEWER ACTION: |
|------------------|-----------|-------|--|------------------|
| Taxing District: | | | Proc. Fee Pd: <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| Permit Number | | | BCI Fee Amount Paid: \$ _____ | |
| Trans. Code | Bus. Type | | | |

SECTION C - SHOULD BE ANSWERED ONLY IF APPLYING FOR A B-2a or S

1. Is the Manufacturer of wine entitled to a tax credit under 27 C.F.R. 24.278? YES NO
2. Does the manufacturer of wine produce less than 250,000 gallons of wine per year? YES NO

SECTION D

1. Do you or any partner, office holder, managing member, 5% stockholder or member, spouse, or other person involved in this permit hold or have any interest in another permit business? YES NO
If YES, Give permit number & address on the line provided _____
- 2a. Have you or any partner, office holder, managing member, 5% stockholder or member, spouse, or other person involved in this permit ever been convicted of a felony or misdemeanor, including any alcohol-related offenses? YES NO
If YES, attach a written explanation.
- 2b. If applicant is a sole proprietor or partnership, will spouse work on the permit premises? YES NO
If YES, indicate spouse's full name _____
3. Have you or any partner, office holder, managing member, 5% stockholder or member, spouse, or other person involved in this permit ever been refused a permit, denied a renewal, or had a permit revoked from another state, by this Division, or the Liquor Commission? **If YES,** attach a written explanation. YES NO
4. Do you own the real estate on which the proposed business will be located? YES NO
If NO, return a completed a signed and dated copy of your LEASE OR RENTAL CONTRACT, OR SUMMARY OF TENANCY RIGHTS form (DLC form 4085).
5. Will the applicant be the sole owner of the business and equipment? YES NO
If NO, and the fixtures or equipment are rented, submit signed and dated copy of rental agreement.
6. Will any person, partnership, LLC, or corporation, excluding banks or building and loan associations, have ANY financial interest (such as money, loans, installment contracts, property or other interest) or share in the profits in your business or your property, real or personal? YES NO
If YES, attach an affidavit with details.
NOTE: Ohio Revised Code Section 4303.293 provides a criminal penalty for failure to answer this question completely and correctly.
7. Do you or any partner, office holder, managing member, 5% stockholder or member, spouse of any such person, employee, or other person interested in the permit own any stock or have any financial interest in a retail permit holder or wholesale distributor of alcoholic beverages? YES NO
If YES, attach a written explanation.

DELIBERATE MISREPRESENTATION OF ANY OF THE INFORMATION ON THE APPLICATION CAN RESULT IN THE DIVISION'S REFUSING TO APPROVE THIS APPLICATION.

NOTE: Your permit certificate is issued for a permit period that expires October 1st each year and is renewed annually on that date. If your permit is issued after April 1st, you will receive a 50% refund of the class fees paid, not including the \$100.00 application fee.

State of Ohio, _____ County, ss

I, _____ being first duly sworn, according to law, depose and say that the statements
(Please Print)
and answers made in the foregoing application are true.

(Signature of Individual, Partner, Officer, Managing Member, or 5% or more Stockholder or Member)

(Title)

(Date)

(Residence Address)

(City)

(State)

(Zip Code)

(Area Code & Telephone Number)

(To be completed by Notary Public)

Sworn to before me and subscribed in my presence this _____ day of _____, 20_____.

(Notary Public)

(Notary Expiration)

NOTE: ALL DOCUMENTS BECOME PART OF THE PERMIT FILE AND WILL NOT BE RETURNED

**REQUIRED DOCUMENTS FOR ACCEPTANCE OF A
MANUFACTURER, BREWPUB, OR WAREHOUSE PERMIT APPLICATION**

Please use the list below to check off  all items as you complete them to submit with the application packet
CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING.

FAILURE TO SUBMIT THE FOLLOWING DOCUMENTS MAY RESULT IN THE RETURN OF YOUR APPLICATION,
UNRECEIPTED, WITH THE POSSIBLE LOSS OF PRIORITY ON THE QUOTA LIST.

- Application:** Application must be completed in full, all questions answered, signed, and notarized.
- Application Processing Fee:** \$100.00 - Check made payable to Division of Liquor Control.
- Background Check:** PLEASE READ "BACKGROUND CHECK INFORMATION" DLC4191
- Personal History Background Form (DLC4121):** Section A. ONLY must be completed in full for each stockholder or officer for whom a background check will be performed by the Ohio Bureau of Identification and Investigation (BCI&I).
- Lease or Tenancy Agreement:** Submit copy of signed and dated lease, tenancy agreement, or may submit DLC Form 4085 "Summary of Tenancy Rights" completed in full.
- Financial Verification:** This form (DLC4096) is to be completed in full, attaching supporting documentation if necessary.
- Copy of Food Service Operator OR Food Establishment License:** Only if applying for Class A1A, D1, D2, D3, D5, D5A, D5C, D5D, D5F, D5I, D5J, D5K, D5L, D5M, or D7 permit(s).
- Rental Agreement:** If fixtures and equipment are rented.

REQUIRED DOCUMENT TO BE FILED WITH NON PROFIT ENTITIES

- 4029 Form:** To be filed with Governmental or Educational entities, or other non-profit businesses. Form must be completed in full. List the top five officer, including social security numbers. This form must be notarized.

REQUIRED DOCUMENTS TO BE FILED WITH CORPORATIONS ONLY

- 4030 Form (Corporation):** Form must be completed in full. List the top five officers, including social security numbers. Indicate all stock holders over 5% including social security numbers. Indicate total shares issued. Must be notarized.
- Certificate of Good Standing From the Secretary of State:** If not incorporated in the State of Ohio, submit a copy of CERTIFICATE OF AUTHORITY TO DO BUSINESS IN OHIO, issued by the Ohio Secretary of State. If corporation is nonprofit, submit a Certificate of CONTINUED EXISTENCE from the Ohio Secretary of State. Ohio Secretary of State: (614) 466-3910 or 1-877-767-3453 - www.sos.state.oh.us

REQUIRED DOCUMENTS TO BE FILED WITH PARTNERSHIPS

- 4031 Form (Partnership):** Form must be completed in full. Indicate all partners including social security and/or Tax ID numbers. Limited Partnerships need only indicate general partners. Must be notarized.
- Partnership Agreement (if general partnership):** If name is different from and not including the names of all partners. Must be dated within one year of the filing of this application.
- Certificate of Fictitious Name from the Secretary of State** Ohio Secretary of State: (614) 466-3910 or 1-877-767-3453
www.sos.state.oh.us

REQUIRED DOCUMENTS TO BE FILED WITH LIMITED LIABILITY COMPANIES

- 4032 Form (LLC):** Form must be completed in full, indicating all members with 5% or more membership or voting interest, all managing members, and officers, if applicable, including social security numbers. Must be notarized.
- Certificate of Organization from the Secretary of State** Ohio Secretary of State: (614) 466-3910 or 1-877-767-3453
www.sos.state.oh.us

**ADDITIONAL DOCUMENTATION THAT MAY BE REQUESTED *DURING THE PROCESSING*
OF YOUR MANUFACTURER, BREWPUB, OR WAREHOUSE PERMIT APPLICATION,
EXCEPT CLASS D-6**

ADDITIONAL INFORMATION:

1. When filing as an individual, make certain you indicate the "individuals name" under Section B on page 1 of the application. The name of the actual business may then be listed under "DBA" (doing business as).
2. All individuals and partners must have U.S. Citizenship. (This does not apply to stockholders in a corporation, or members in an LLC).
3. ISSUANCE OF PERMITS IS SUBJECT TO THE WET OR DRY STATUS OF THE LOCATION, AND MAY BE SUBJECT TO THE EXISTENCE OF AN OPENING UNDER THE QUOTA.
4. Return the application, all fees, and all required documents to:

**OHIO DEPARTMENT OF COMMERCE - DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005**

WARNING: NO permit will be issued until the proposed business is ready for operation and meets Division regulations. ALL CONSTRUCTION OR REMODELING COSTS ARE AT THE **APPLICANT'S RISK, AS THE DIVISION CANNOT GUARANTEE THE ISSUANCE OF A PERMIT.**