

**FOR OFFICE USE ONLY**

NEW     TRANSFER     REN

PERMIT # \_\_\_\_\_

**OHIO DEPARTMENT OF COMMERCE  
DIVISION OF LIQUOR CONTROL  
6606 TUSSING ROAD  
P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
<http://www.liquorcontrol.ohio.gov>**



**FINANCIAL VERIFICATION WORKSHEET**

THE TOTAL COST TO BUY AND/OR SET UP THIS BUSINESS IS \_\_\_\_\_.

(This amount should coincide with the amount listed in the purchase agreement if buying an existing business, unless excess funds are needed for remodeling. Additional operating revenue, etc. If so, explain by attaching an additional page.)

**SOURCE OF FUNDS:**

Indicate which of the following is applicable by noting the appropriate amounts in the spaces provided and by ATTACHING THE APPROPRIATE DOCUMENTS AS REQUESTED. FINANCIAL VERIFICATION IS NOT COMPLETE WITHOUT THE REQUIRED ATTACHMENTS.

AMOUNT	SOURCE OF FUNDS	DOCUMENTS TO BE SUBMITTED WITH APPLICATION
	LOAN(S) FROM A FINANCIAL INSTITUTION	Attach signed copy of loan agreement, letter of commitment, or letter of credit to this page.
	LAND CONTRACT	Attach signed copy of agreement to this page
	PROMISSORY NOTE HELD BY SELLER	Attach signed copy of note to this page
	ASSUMPTION OF SELLER'S DEBT(S)	Attach copy of agreement, signed by buyer and seller, listing creditors, account numbers of debts assumed, and amount still outstanding.
	LOAN FROM AN INDIVIDUAL OR OTHER THIRD PARTY, WHOSE NAME WILL NOT APPEAR ON THE PERMIT.	Attach statement, <b>notarized by a notary public</b> , over the signature of applicant, relating the details of the loan and stating what, if any, interest the money lender has in the permit business.
	PERSONAL FUNDS OF APPLICANT ACCUMULATED AT FINANCIAL INSTITUTION	Attach letter of verification from institution to this page, stating amount in account, and name of account holder.
	PERSONAL FUNDS OF APPLICANT NOT DEPOSITED IN FINANCIAL INSTITUTION	Attach statement, <b>notarized by a notary public</b> , over the signature of applicant, stating the source of funds, amount of funds, and location.
	CORPORATE FUNDS ON HAND	Attach letter of verification from financial institution stating company name and amount in account
	OTHER	Attach statement, <b>notarized by a notary public</b> , over the signature of applicant, relating the source of funds and supporting documents to verify the source listing amounts.
	<b>TOTAL FUNDS</b>	

NOTE TO APPLICANTS FOR **NEW** PERMITS ONLY: If you are applying for a NEW permit for a business that you have operated in excess of one (1) year, please submit a notarized affidavit to that effect. In such a case, no further verification will be needed. THIS DOES **NOT** APPLY TO TRANSFERS OF OWNERSHIP, OR TO BUSINESSES IN OPERATION LESS THAN ONE YEAR.

THIS WORK SHEET HAS BEEN DEvised AS AN AID TO APPLICANTS IN COMPLETING THE FINANCIAL VERIFICATION REQUIRED FOR THEIR APPLICATION FOR A LIQUOR PERMIT. THIS SHEET **ALONE**, **DOES NOT** CONSTITUTE FINANCIAL VERIFICATION. **ATTACHMENTS ARE REQUIRED.**