

# Application to Transfer Ferment-on-Premises License

PLEASE NOTE:

## Present License Holder

Section A of the front application form must be completed by the present license holder (see enclosed guide for further information).

The ferment-on-premises license will remain the responsibility of the present license holder until the transfer has been approved. You will be notified when the transfer of the license has been approved. This can take 2-3 weeks after a complete application has been received.

Should you wish to request that the license(s) be suspended until the transfer has been approved, please write to:

NS Alcohol & Gaming Division  
Attn: Manager of Licensing  
PO Box 545,  
Dartmouth, NS B2Y 3Y8  
Email: [AGDPermLicense@novascotia.ca](mailto:AGDPermLicense@novascotia.ca)

Section B of the front application form and all other remaining documents must be submitted by the new license holder(s) / new shareholder(s).



# Application to Transfer Ferment-on-Premises License

**A. To be completed by Present License Holder: (print clearly)**

1. Name of the Ferment-on-Premises: \_\_\_\_\_

2. Civic Address of the Ferment-on-Premises: \_\_\_\_\_

3. Present License Holder information:

    Company: \_\_\_\_\_

    Partnership: \_\_\_\_\_

    Sole Proprietor: \_\_\_\_\_

4. License Number: \_\_\_\_\_

5. This is a Transfer of:           License(s) (from one owner or company to another owner or company)

  OR           Shares of a company (new or different shareholders)

6. Name: \_\_\_\_\_ Position / title: \_\_\_\_\_

    Address: \_\_\_\_\_

    Phone Numbers: \_\_\_\_\_ Email: \_\_\_\_\_

    Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Signatures:

\_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_

**B. To be completed by New Owner / Shareholders:**

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

I (we) print name(s) \_\_\_\_\_ do solemnly declare:

THAT I (we) hereby apply for a Ferment-on-Premises License pursuant to the *Liquor Control Act* and *Ferment-on-Premises 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 or a corporation 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 ferment-on-premises 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 \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Signature: A Justice of the Peace or Commissioner of Oaths

Documents required with a ferment-on-premises license application:

1. Certificate of Incorporation (If applicable)	
2. Copy of Directors', Officers' & Shareholders' Registers of the Company must be provided. These Registers should be located in your Minute Book.	
3. Partnership Registration Certificate (If applicable)	
4. A copy of the ferment-on-premises registration issued under the Excise Act (Canada) must be provided before the transfer can be approved.	

Premises information:

5. What is (or will be) the name of the Premises / Business:

\_\_\_\_\_

6. What is the current status of the premises?

- Operational? \_\_\_\_\_
- Existing and under renovations. Proposed completion date. \_\_\_\_\_
- Not yet constructed. Proposed completion date. \_\_\_\_\_

FEES:

Transfer Fee: \$100

Visa/Mastercard: \_\_\_\_\_ Expiry \_\_\_\_\_

This information is only permitted via phone. Please do not include via email.

Cheques are payable to: NS Alcohol & Gaming Division

## GUIDE FOR COMPLETION OF FERMENT-ON-PREMISES TRANSFER LICENSE APPLICATION:

### Front Application Form:

Part A of the application form must be completed by the current license holder. Provide the name and address, check the appropriate box and provide the name of the company, the partnership or the sole proprietor's name.

Provide the license number and check the appropriate box for the type of transfer. If you are unsure, please feel free to contact us for assistance.

The person who signs part A is the current license holder, the person who is authorized to sign on behalf of the corporation or partnership which holds the ferment-on-premises license.

Part B of the application form must be completed by the new license holder or new shareholder.

The Statutory Declaration must be completed by the new owner and notarized by a Justice of the Peace or Commissioner of Oaths.

### Documents required for ferment-on-premises license application:

1. Certificate of Incorporation. If the application is on behalf of a company, provide a copy of your Certificate of Incorporation. The company must be registered in Nova Scotia or New Brunswick.
2. Directors', Officers' & Shareholders' Registers. If the application is on behalf of a company, provide a copy of the registers listing all the directors, officers and shareholders (in the Minute Book).
3. Partnership Registration Certificate. If the application is on behalf of a partnership, provide a copy of your Partnership Registration Certificate. The partnership must be registered in Nova Scotia or New Brunswick.
4. Provide a copy of the ferment-on premises-registration issued under the *Excise Act* (Canada). If you have not received this yet, the application can be submitted; however a copy must be provided before the transfer can be approved.

### Premises information:

Please provide the requested information in item 5 and 6 on page 3.

You must submit the "transfer fee" with your application. Cheques are payable to NS Alcohol & Gaming Division. Licensing fees are due every three years; please inquire with the office when the term of license expires.

### How long before the license is approved:

Upon receipt of a completed application package, your application will be reviewed by the Executive Director's Office.

For most Ferment-on-Premises Licenses, it may take 2 to 3 weeks before your license is approved.