

Permanent Liquor License Application – Club

INSTRUCTIONS

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

- Organizational Chart
- Criminal History Applications(s)
- Deed or Lease
- Purchase Agreements
- Zoning
- Floor Plan
- Minutes of the Meeting authorizing Liquor Licensing
- By-laws and Memorandums
- Food Permit, if applicable
- Menu, if applicable
- 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 FEE IS \$150.00).
- 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

Email: AGDPermLicense@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# ..: _____

Email.....: _____

2. Premises

Operating Name: _____

Expected opening date: _____

Civic Address of Premises

MAILING ADDRESS, if different from civic

Postal Code: _____

Postal Code: _____

3. License Fees

Type of License	Application Fee	3 Year License Fee	Total
Club	\$124.25	\$560.70	\$684.95

Zoning Confirmation

Within HRM: \$200 fee must be included with application or contact HRM directly to purchase.

Outside HRM: contact the Permanent Licensing Division to see if our office can obtain this (for a fee) or if you must purchase directly 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/Amex/Discover # & Expiry (mm/yy) – This information is only permitted via phone. **Please do not include via email.**
 - Cheque payable to: **NS Alcohol and Gaming Division**

4. Entertainment

No Yes If yes, Details:

Will Adult Entertainment be offered?

No Yes

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