

Brewer's Agent Licenses – Guidelines and Application

A brewer's agent license authorizes the sale of local brewery products, approved by the NLC, in a convenience store.

If you are interested in obtaining a Brewer's Agent license in Newfoundland and Labrador please use the following as a **guideline** of the requirements. *Please note: other agencies or departments may require information further to that which is listed below.*

Guidelines / Requirements	✓
Newfoundland Labrador Liquor Corporation (NLC) License Requirements	
• Completed application for Brewer's Agent license (see attached)	
• Completed Personal Data Sheets (enclosed) for each shareholder, director and/or officer who is in charge of the premises.	
• Current Certificate of Conduct for each shareholder, director and/or officer who is in charge of the premises.	
• Written Municipal approval	
• One set of floor plans, drawn to scale on paper no larger than 8.5" x 14", outlining the proposed licensed area and including dimensions of clearly identified rooms (e.g., storage)	
• A current signed copy of a lease or purchase agreement, or another document that verifies ownership and/or legal possession of the establishment (e.g., Property Tax Bill)	
• If incorporated, please provide Notice of Directors form, <i>The Corporations Act</i> (Form 6)	
• If the location already holds an active license, a letter is required from the current licensee allowing you to operate on his/her license until your application has been approved.	
• Once all information is collected, a pre-licensing inspection will be conducted	

APPLICATION FOR

Brewer's Agent License
 Brewer's Distributor License

***Please note:**

An application fee of \$125 (Brewer's Agent) or \$200 (Brewer's Distributor) must accompany this completed form. All licenses are subject to an Annual Licensing Fee. For more details, please see the License Fee Schedule.

PART 1

FOR INDIVIDUAL ONLY

NAME OF APPLICANT IN FULL		
SURNAME	FULL GIVEN NAME	
HOME MAILING ADDRESS (PLEASE INCLUDE POSTAL CODE)	BUSINESS MAILING ADDRESS (PLEASE INCLUDE POSTAL CODE)	
TELEPHONE NUMBER	FAX NUMBER	EMAIL ADDRESS

FOR CORPORATION

(Please provide a certified copy of *The Corporations Act, Notice of Directors, Form 6* from Registry of Companies)

NAME OF COMPANY	CONTACT PERSON	
ADDRESS	CITY/TOWN	POSTAL CODE
TELEPHONE NUMBER	FAX NUMBER	EMAIL ADDRESS

FOR PARTNERSHIP (registered under the Partnership Act or Limited Partnership Act)

PARTNER NAME	ADDRESS	PHONE NUMBER

PART 2 - LOCATION OF PREMISES FROM WHICH BUSINESS IS TO BE OPERATED

IS THERE A CURRENT LICENSE IN PLACE? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please state license number:
PLEASE GIVE COMPLETE CIVIC ADDRESS (STREET # OR RR#). IF NO STREET ADDRESS, PLEASE DESCRIBE LOCATION TO NEAREST COMMUNITY:
WILL APPLICANT OCCUPY BUILDING AS TENANT OR OWNER?

I, _____ state that the information contained in this application is true and correct to the best of my knowledge.

SIGNATURE

DATE

PLEASE NOTE THAT PERSONAL DATA SHEET(S) MUST ACCOMPANY THIS APPLICATION AND BE COMPLETED BY ALL APPLICANTS INCLUDING DIRECTORS AND SHAREHOLDERS.

Please send completed application to:

**NEWFOUNDLAND LABRADOR LIQUOR CORPORATION
P.O. Box 8750, STN. A
St. John's, NL A1B 3V1
Attention: Regulatory Services**

Telephone: (709) 724-1159

Fax: (709) 753-8625

Email: corporateservices@nliquor.com

PERSONAL DATA SHEET

Name of Establishment for which this report is submitted

Location

Surname

Given Name(s)

Address

Phone Number

Email

Date of Birth

Place of Birth

Place of Residence during past ten years

Are you or any member of your family engaged, in any capacity, with the enforcement or administration of the *Liquor Control Act* and/or the *Liquor Corporation Act*?

YES NO If yes, please give details

Have there been any findings of guilt against you of an offense in Canada or the United States?

YES NO If yes, please attach a certified copy of your criminal record.

The Royal Canadian Mounted Police, the Royal Newfoundland Constabulary or any other law enforcement agency is hereby authorized to supply the Newfoundland Labrador Liquor Corporation with any information which the Board considers pertinent to my application for a license.

Date

Signature of Applicant