

Bonded Warehouse Licences – Guidelines and Application

A bonded warehouse licence authorizes the licensee to store liquor on licensed premises, duty and tax free, until it is exported or consumed domestically.

If you are interested in obtaining a Bonded Warehouse licence 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) Licence Requirements	
• Completed application for a Bonded Warehouse licence (see attached)	
• Completed Personal Data Sheets (enclosed) for all shareholders or directors	
• Current Certificate of Conduct for all Directors and shareholders	
• One set of floor plans, drawn to scale on paper no larger than 8.5" x 14", outlining the proposed licensed area, including dimensions of clearly identified rooms (including storage)	
• If incorporated, please provide Notice of Directors form, <i>The Corporations Act</i> (Form 6)	
• Written approval from the Canada Revenue Agency (see <i>CRA section below</i>)	
• Written approval from Buildings Accessibility and Fire & Life Safety (see <i>Government Modernization and Service Delivery section below</i>)	
• Once all information is collected, a pre-licensing inspection will be conducted	
Other Agency Requirements	
Government Modernization and Service Delivery The proposed establishment will need approvals from Buildings Accessibility and Fire and Life Safety. For more information please call (709) 729-1038.	
Canada Revenue Agency (CRA) Applicants must obtain and submit a copy of a Licence and Registration Application issued by CRA. For more information, please call 1-888-327-7999 or visit https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/edm8-1-1/excise-warehouses.html	



APPLICATION FOR BONDED WAREHOUSE LICENCE

*** Please note:**

An application fee of \$200 must accompany this application.

All licences are subject to an Annual Licensing Fee. For more details, please see the Licence Fee Schedule.

1. Name of Applicant: _____

Address: _____

POSTAL CODE

Email: _____ Telephone No: _____ Fax No: _____

2. Type of Business: _____

3. Purpose of Bonded Warehouse: _____

4. Location of Warehouse, if different from above: _____

POSTAL CODE

5. Indicate approximate dollar value of projected annual sales in spirits, beer and wines: _____

6. Is applicant the sole owner of aforementioned business? ☐ Yes ☐ No

a) If not sole owner, give particulars of agreements with any other party or parties:

b) If a partnership, state name and address of each partner:

c) If a corporation, provide the following information:

Date of incorporation: _____

Public or Private Company: _____

Provincial or Federal Charter: _____

Officers and Directors (name and address of each):

7. Nationality:

- | | | |
|----------------------------------------------------------------------|------------------------------|-----------------------------|
| a) If sole owner, is applicant a Canadian citizen? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b) If partnership, are all partners Canadian citizens? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c) If corporation, are all officers and directors Canadian citizens? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
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Completed applications may be submitted via email, fax or mail:

Email: corporateservices@nliquor.com

Fax: 709-753-8625

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

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 licence.

Date

Signature of Applicant