

## **Ferment-on-Premises (FOP) Licences – Guidelines and Application**

*A ferment-on-premises facility licence authorizes the licensee to provide, for a fee, equipment, ingredients, instruction and storage to individuals for the making of wine or beer for personal consumption.*

If you are interested in obtaining a Ferment-on-Premises licence in Newfoundland and Labrador please use the following as a guideline of the list of application requirements that follow. *Please note: other agencies or departments may require information further to that which is listed below.*

Newfoundland Labrador Liquor Corporation (NLC) Licence Requirements	✓
• Completed application for a Ferment-on-Premises licence (see attached)	
• Completed Personal Data Sheets (enclosed) for all shareholders or directors	
• Current Certificate of Conduct for all Directors	
• 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, including dimensions of clearly identified rooms (including storage)	
• A current signed copy of a lease or purchase agreement	
• 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> )	
• Verification of Food Establishment Licence (see <i>Government Modernization and Service Delivery section below</i> )	
• Written approval from Buildings Accessibility and Fire & Life Safety (see <i>Government Modernization and Service Delivery section below</i> )	
• <i>Once all information is collected, a pre-licensing inspection will be conducted</i>	

Other Agency Requirements	
<p><b>Canada Revenue Agency (CRA)</b></p> <p>Applicants must obtain and submit a copy of a Ferment-on-Premises registration issued by CRA. For more information, please call 1-888-327-7999.</p>	
<p><b>Government Modernization and Service Delivery</b></p> <p>To operate a Ferment-on-Premises licence, a Food Establishment Licence is required. Government Modernization and Service Delivery conducts health inspections at all food establishments in the province, including Ferment-on-Premises facilities. For more information, please call (709) 729-2104.</p> <p>The proposed Ferment-on-Premises facility will also need approvals for Building Accessibility and Fire and Life Safety. For more information, please call (709) 729-1038.</p>	

## APPLICATION FOR FERMENT-ON-PREMISES (FOP) LICENCE

**\*Please note:**

An application fee of \$125 must accompany this application.

FOP licences are also subject to an Annual Licensing Fee of \$125.

Application is hereby made for a licence to provide a facility where equipment for making wine and beer "on the premises" is available for customers to make their own wine or beer for personal use.

**1. Applicant Information:**

Name: \_\_\_\_\_ Position / title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**2. (a) Business name of establishment:**

\_\_\_\_\_

**(b) Physical address of establishment (please complete ALL FIELDS)**

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**(c) Mailing address of establishment (if different from above)**

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

3. Is applicant sole owner? ☒ Yes ☐ No

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

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(b) If a partnership, state separately each partner's investment and proportion of profit distribution:

Name	Investment	% Profit-sharing ratio
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(c) If a corporation, give:

Name:

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Date of Incorporation

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Public or Private Company

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Provincial or Federal Charter

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Officers and Directors (If more than four, please provide separate list)

Name	Mailing Address (including Postal Code)
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**Completed applications may be submitted via email, fax or mail:**

**Email:** [corporateservices@nlliquor.com](mailto:corporateservices@nlliquor.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