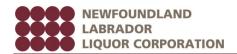


Military Mess Licences - Guidelines and Application

If you are interested in obtaining a Military Mess liquor 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.*

Ne	ewfoundland Labrador Liquor Corporation (NLC) Licence Requirements	
Fo	r a Military Mess <u>NOT located on a Canadian Forces Base/Station:</u>	✓
•	Completed application for Liquor Establishment licence (see attached)	
•	Written Municipal approval	
•	Written approval from the Provincial Fire Commissioner's Office	
•	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 and the total number of fixtures in the men's and ladies' washrooms)	
•	Verification of posting of three public notices (see attached)	
•	If incorporated, please provide Notice of Directors form, <i>The Corporations Act</i> (Form 6)	
•	Written approval from Buildings Accessibility and Fire & Life Safety (see Government Modernization and Service Delivery section below)	
Fo	r a Military Mess <u>located on</u> a Canadian Forces Base/Station:	✓
•	Completed application for Liquor Establishment licence (see attached)	
•	Written approval from Fire Department (CFS Base/Station)	
	Written approval from the Commanding Officer (CFS Base/Station)	
•	Trinier approval from the Community Circle Edge, Clauser,	
•	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 and the total number of fixtures in the men's and ladies' washrooms)	
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• •	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 and the total number of fixtures in the men's and ladies' washrooms) Once all information is collected, a pre-licensing inspection will be conducted	



PUBLIC NOTICES

A **Public Notice** measuring 8.5" x 11" must be posted on your proposed licensed establishment for three consecutive weeks. NLC will also post the notice on its website at www.nlliquorcorp.com on your behalf. Please use the Public Notice template attached and send a copy to Regulatory Services via email to corporateservices@nlliquor.com prior to posting on your location.

Please note that notices are valid for six months from the date of the last posting. If the six month period lapses, the applicant may be required to re-post.



PUBLIC NOTICE

AT	
IN THE PROVINCIAL DISTRICT OF $\ \ .$	
IS APPLYING FOR A	
	to sell spirits, beers, and wines on premise

Resident and community feedback is an important part of the application process.

If you have any concerns, or object to this application, please send an email to: licenseconcerns@nlliquor.com by 4:30 p.m. on:

- * A copy of the feedback may be provided to the licence applicant.
- ** Please contact your municipality if you have questions or concerns about zoning bylaws and requirements.



☐ APPLICATION FOR LIQUOR ESTABLISHMENT LICENCE☐ APPLICATION FOR TRANSFER OF EXISTING LICENCE

☐ A	irport Establishment 🔲	Club 🗖 Hotel 🗖 Institution 🗖	I Lounge ☐ Military Mess	□ Recreational Facility	
□R	estaurant 🚨 Restaurant	t/Lounge 🚨 Tour Boat 🚨 Transp	ortation Service		
*Ple	ase note:				
An a	application fee of \$200 mu	st accompany this completed form.			
All I	icences are subject to an	Annual Licensing Fee. For more deta	ails, please see the Licence F	ee Schedule.	
If ap	plying for transfer of licence	e, please include the name under which	Licence was last issued:		
			Licence N	0:	
Addı	ress:				
D 4 5					
	RT ONE BE COMPLETED BY ALL A	APPI ICANTS			
1.	Do you require a catering				
	Applicant Information:	, 11001100 . 1 100 1110			
2.					
	Name:Surna	nme	Given Names		
	Address:				
	Phone:	Mobile:	Fax:		
	Email:				
3.	Establishment Informatio	n:			
	(a) Business name of e	stablishment:			
	(b) Physical Address of Establishment (please complete ALL FIELDS)				
	Address:				
	City/Town:				
	Postal Code:				
	(c) <u>Mailing</u> Address of	Establishment (if different from above)		
	Address:				
	City/Town:				
	Postal Code:				



(b) If a partnership, state separately each partner's investment and proportion of profit distribution:				
Name	Investment	% Profit-sharing ratio		
(c) If a corporation, give:				
Name				
Date of Incorporation				
Provincial or Federal Charter				
		ing Postal Code)		
		,		
State whether applicant will occupy t	ouilding as owner or tenant			
Has the applicant ever applied for a	building as owner or tenant licence for the sale of spirits, beers or wines icer, director or shareholder of a Corporation	in Canada or elsewhere either as an indi		
Has the applicant ever applied for a	licence for the sale of spirits, beers or wines icer, director or shareholder of a Corporation	in Canada or elsewhere either as an indi		



PART TWO

TO BE COMPLETED BY APPLICANTS APPLYING FOR AN INSTITUTION LICENCE OR MILITARY LICENCE

1.	Name of institution, Club, Branch, Lodge, Division or mess			
2.	Incorporated or chartered Date			
3.	Please provide separate list of executive including names, titles, addresses and telephone numbers.			
4.	State date on which institution or club commenced active operation			
PART THREE				
TO BE COMPLETED BY APPLICANTS APPLYING FOR A TRANSPORATION SERVICE LICENCE				
1.	Name and address of Company or Organization:			

Completed applications may be submitted via email, fax or mail:

Email: 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