

APPLICATION FOR LIQUOR LICENCE

9031 Quartz Road
Whitehorse, Yukon Y1A 4P9
Fax: 867-393-6306
www.ylc.yk.ca

New Transfer

1. TYPE(S) OF LIQUOR LICENCE REQUESTED

Club - all liquor		Liquor Primary - all liquor	
Club - beer/wine		Liquor Primary - beer canteen	
Food Primary - all liquor		Liquor Primary - mess	
Food Primary - beer/wine		Off premises liquor	
Liquor Manufacturer's - brewery		Off premises liquor - beer/wine	
Liquor Manufacturer's - distillery		Recreation Facility	
Liquor Manufacturer's - winery		Room Service	
Liquor Manufacturer's Retail - brewery		RV Park	
Liquor Manufacturer's Retail - distillery		Special	
Liquor Manufacturer's Retail - winery		Sports Stadium	
		Train, Ship or Aircraft	

2. APPLICANT INFORMATION

Sole Proprietorship Partnership Corporation Non-profit organization

NAME _____

Contact Information:

Name			
Address			
Telephone	Fax	E-mail	
Website			

3. OWNERSHIP

IF PARTNERSHIP:		
Name	Investment	% profit share

IF CORPORATION				
Date of incorporation		<input type="checkbox"/> Public		<input type="checkbox"/> Private
Territorial, provincial or federal charter (specify):				
Shares authorized	Common		Preferred	
Shares issued	Common		Preferred	
Par value of shares	Common		Preferred	
Bonds issued and o/s	Number		Value (\$)	

IF CORPORATION OR NON-PROFIT ORGANIZATION	
Officers & Directors	Name (attach list, including # shares held (common & preferred) if Corporation)
President	
Vice-President	
Secretary	
Treasurer	
Director	
Director	

Previous licences operated — specify and note when (approx.)

Relationship with liquor manufacturers:

Do you have any agreement to sell specific liquor products? No <input type="checkbox"/> Yes <input type="checkbox"/>	If yes, describe:
Do you have any connection, financial or otherwise, direct or indirect, with any liquor manufacturing interests? No <input type="checkbox"/> Yes <input type="checkbox"/>	If yes, describe:

4. DESCRIPTION OF PREMISES

a. location	Legal description	Lot	Block	Plan
	Street address			
b. ownership of premises:		same as above		
		leased (minimum 12 months)		
		other (describe)		
c. capital investment in the premises	\$			
d. type of structure		# storeys		
		conventional framing		
		concrete		
		other (describe)		
e. neighbouring businesses and activities				
f. are the premises being renovated?		no		
		yes (describe)		
g. location where liquor is to be served				
		area in square feet (approx.)		
		capacity (approx.)		
h. kitchen equipment on the premises		full kitchen		
		other (describe)		
i. general furnishing		tables & chairs		
		bar stools		
		sofas and armchairs		
		other (describe)		
j. lighting of the premises		bright		
		dim		
		other (describe)		
k. washrooms	Number	Men's	Women's	
	Toilets			
	Urinals		n/a	
	Washbasins			
l. liquor storage location				
m. for off-sales, RV park & manufacturer's retail:				
i. location from which liquor will be sold				
ii. by whom (position)				
iii. liquor storage location				

5. DESCRIPTION OF PROPOSED OPERATION¹

a. general description								
b. name of premises								
c. start date								
d. person in charge	applicant							
	manager (name)							
e. type of food available	full meals (main course & appetizers)							
	light meals (appetizers, sandwiches, wraps, etc.)							
	other (describe):							
f. type of liquor	beer — bottles/cans							
	beer — draft							
	wine							
	spirits & liqueurs							
g. type and hours of entertainment and games offered on the premises	live music/DJ							
	karaoke							
	comedy/other live act (describe):							
	TV							
	pool table							
	table games such as foosball							
	darts							
	other (describe):							
h. advertising that has been done or is proposed	(describe):							
i. hours & days of operation	DAY	M	T	W	T	F	S	S
	from							
	to							
	if seasonal:							
	opening date							
closing date								
j. hours & days of liquor sales	same as above							
	other (specify)							
k. estimated ratio of food sales to liquor sales	Food %				Liquor %			
l. clubs	# of resident members							
	# of non-resident members							
	# of honorary members							
	annual dues (\$)							
m. recreation facility - type of recreation to be provided	(describe):							
n. dual licensing - how minors will be excluded from the liquor primary premises	(describe):							

¹If this is an application for **dual licensing**, complete one copy of this page for each type of licence being requested for the same premises.

6. ATTACHMENTS

	Affidavit
	Application fee: 10% of the cost of the licences provided
	Business Name Registration
	Business Licence
	Certificate of Title or Property Lease
	Club: Constitution and bylaws, club rules and regulations, minutes of last annual meeting, list of members
	Corporation: complete list of shareholders showing # of shares held, certificate of incorporation
	Detailed plan (to scale of at least 1/8"to 1') of the entire premises where the licensed areas would be located. The plan must clearly show exits, entrances, toilets, washbasins, bars, games, tables and chairs, liquor storage (for on-and off-premises sale), and where the premises are situated within the building.
	Liquor manufacturing: details of manufacturing operation
	Menu - food
	Menu - liquor
	Officers & Directors
	Personal History Reports for licensee(s) and manager(s)
	Purchase Agreement
	Recreation Facility: an outline of the system of membership, including <ul style="list-style-type: none"> a) the maintenance of a register of members b) the times and places where memberships will be sold c) the cost of membership d) the eligibility requirements e) the issuance of membership cards f) the maintenance of a register of guests g) the benefits provided to members h) the term of which memberships are effective
	Registered partnership: copy of registration
	RV Park: overnight guest registration system
	Sketch plan (location on block)
	Train/ship/aircraft: attach separate page describing # of units, routes and frequency (including duration and time of each scheduled run in or over the Yukon)

7. SIGNATURE OF APPLICANT

(print name)

(position)

(signature)

(date)

This information is collected under the authority of the *Liquor Act*, for the purpose of liquor licensing and administration.

For further information, contact
 Director, Licensing & Social Responsibility
 9031 Quartz Road, Whitehorse, Yukon Y1A 4P9
 867-667-5245