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## **Application Notice to Local Municipality or Community Board**

***By mdrake***

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### **ATTENTION**

- **APPLICANTS APPLYING FOR A NEW ON-PREMISES ALCOHOLIC BEVERAGE LICENSE**
- **LICENSEES APPLYING TO RENEW AN ON-PREMISES ALCOHOLIC BEVERAGE LICENSE**

### **NEW STANDARDIZED FORMS FOR NOTICE TO LOCAL MUNICIPALITIES AND COMMUNITY BOARDS**

The Alcoholic Beverage Control Law requires that, in connection with the submission of certain types of on premises alcoholic beverage applications to the State Liquor Authority, the new applicant (or the licensee-applicant in the case of a renewal) must provide a 30-day advance notice to the Local Municipality or Community Board that such an application is being submitted.

The 30-day advance notice requirement is intended to provide Local Municipalities and Community Boards with an opportunity to make their views known to the State Liquor Authority.

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Recent legislation directed the State Liquor Authority to develop standardized forms by which a new applicant (or licensee-applicant in the case of a renewal) may provide notice to the Local Municipality or Community Board that an alcoholic beverage license will be applied for.

**USE OF THE NEW FORMS IS MANDATORY.**

**IT IS IMPORTANT THAT THE NEW FORMS BE USED, FULLY COMPLETED, AND PROMPTLY MAILED.**

A new applicant's (or a renewal applicant's) failure to use and fully complete the appropriate standardized form will result in significant delay in the issuance of the applied-for license.