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**NEW YORK STATE LIQUOR AUTHORITY**

**APPLICATION**  
**for**

**ALCOHOLIC BEVERAGE CONTROL**  
**WAREHOUSE PERMIT**

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- Instructions for completing forms

**DIRECTIONS FOR COMPLETING THE PERMIT APPLICATION**

- Must be **TYPED** or **PRINTED** (In blue or black ink)
  - Complete applicable forms **FULLY**.
  - Follow instructions carefully.
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**COMPLETED APPLICATIONS SHOULD BE MAILED TO:**

**New York State Liquor Authority**  
**Permit Unit**  
**PO Box 3796**  
**New York, NY 10008-3796**

## WAREHOUSE PERMIT APPLICATION

**WAREHOUSE - FEE \$788.00 (3 Years).** The State Liquor Authority may issue a warehouse permit in such form as prescribed by its rules, for the storage of alcohol beverages in other than licensed premise; **Please see prorated fee schedule attached to the warehouse application for proper fee submission.**

Please submit the following documentation in support of this application:

Diagram of Area

Proof of Liability Insurance

Photographs of the interior and exterior of the area to be permitted

**PENAL BOND (FORM L-9)** Submit an **ORIGINAL** penal bond, Form L-9, in the sum of \$5,000, issued by any qualified surety company authorized to execute such bonds in the State of New York.

**IMPORTANT: The bond MUST have the premises name and address typed EXACTLY AS IT APPEARS ON THE APPLICATION.**

- **Altered or handwritten bonds are not acceptable (i.e whiteouts, typeovers).**
- **The expiration date on the bond must indicate only the year of expiration of the permit.**
- **The applicant MUST SIGN THE BOND**

Warehouse Permits CANNOT be issued to persons licensed under Section 54 and 54-A of the Alcohol Beverage Control Law, **EXCEPT** under the following conditions.

- **WG-WAREHOUSE PERMIT:** may be issued for the storage of private label brand or brands of beer for which the licensee is the registered owner, or for a brand of beer that the licensee is the exclusive retail seller in the state; or
- **SW-RETAIL WAREHOUSE PERMIT:** to a licensee that owns no licensed premises with more than 2,500 square feet of retail space per premises and employs no more than five people on each premises during any period of operation. No more than five such permits may be issued by the Authority on a statewide basis.
- If you qualify for a WG or SW permit, you must submit SLA FORM L.D. 13 in conjunction with your application for a warehouse permit.

**Warehouse Permit Certification  
ABC Law Section 54 and 54-a Licensees**

Legislation was passed during the 1995 session which prohibits the issuance of warehouse permits to those persons licensed pursuant to Section 54 and 54-a of the Alcoholic Beverage Control Law except under certain circumstances.

**Effective January 1, 1996**, you must meet either of the following conditions to qualify for a warehouse permit:

**PLEASE CHECK THE APPROPRIATE BOX(ES).**

- |                          |           |   |
|--------------------------|-----------|---|
| <input type="checkbox"/> | <b>WG</b> | <b>Warehouse Permit:</b> That the warehouse can be used only for the storage of a private brand label of beer for which the licensee is the registered owner, or for a brand or brands of beer for which the licensee is the exclusive retail seller in the state; or |
| <input type="checkbox"/> | <b>SW</b> | <b>Special Retail Warehouse Permit:</b> That no licensed premise owned by a licensee can have more than 2,500 square feet of retail space and no licensee can employ more than five (5) people on each premise during any period of operation.                        |

If you qualify, please complete this form and submit it in conjunction with an application for a Warehouse Permit.

This certification must be signed by the licensee affirming that the answers and statements made herein are true to his own knowledge.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
License Number