

STATE OF NEW YORK
LIQUOR AUTHORITY

To: All licensed manufacturers and applicant for manufacturing licenses.

Subject: Submission of certain information and documents with applications

The Authority requires the submission of certain information and documents as part of an application for any license or permit. It is the view of the Authority that some of this information and documentation is not relevant to the Authority's ability to render a decision on an application for a manufacturing license. The submission of such information and documentation creates a burden on applicants and only delays the Authority's determination on the application. Accordingly, the Authority will no longer require applicants for manufacturing licenses to provide the following: detailed diagrams of the proposed licensed premises (a general diagram showing the boundaries of the property and location of buildings will be sufficient); for locations that are already licensed, any information already on file with the Authority; and multiple bank statements for existing businesses.