

ALL CLUB LICENSEES

The following information is required in support of your application for an ABC Officer:

- ◆ Proof of Citizenship for proposed ABC Officer - acceptable identification for citizens of the U.S. include birth certificate or passport.
- ◆ 2"x2" passport photo of applicant.
- ◆ \$13 ABC Officer Appointment fee – made payable to the New York State Liquor Authority
- ◆ Personal Questionnaire on proposed ABC Officer
- ◆ Photo Identification - acceptable identification includes drivers' license, non-driver's identification issued by a government agency or Military identification.
- ◆ ELECTRONIC FINGERPRINTING

NOTE: Persons *CURRENTLY* licensed by the State Liquor Authority do not have to be fingerprinted.

Each applicant required to be fingerprinted will be instructed to contact L-1 Enrollment Services after the successful submission of your applications.

The fee for electronic fingerprinting is \$105.75.00 and will be paid directly to L-1 Enrollment Services when you are fingerprinted.

CERTIFICATION OF APPOINTMENT OF ALCOHOLIC BEVERAGE CONTROL OFFICER

The undersigned, being a duly elected officer of _____ the
Name of licensee

holder of club license number _____ hereby certifies that
license number

_____, a member in good standing, residing at _____
name of member address

_____, has been appointed to serve as the Alcoholic Beverage

Control Officer for the club. This appointment shall remain in full force and effect until the State

Liquor Authority shall be notified and shall have approved the appointment of a replacement Alcoholic

Beverage Control Officer.

Date: _____
Officer of Club Title

I hereby accept the appointment as Alcoholic Beverage Control Officer

Date: _____
Signature of Member

The Authority's Offices are located at:

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ZONE I

317 Lenox Avenue
New York, NY 10027
(212) 961-8385

ZONE II

Alfred E. Smith Building
80 So. Swan Street
Suite 900
Albany, NY 12210-8002
(518) 474-3114

ZONE III

Iskalo Electric Tower Building
535 Washington Street
Suite 303
Buffalo, NY 14203
(716) 847-3035

Thank you for your cooperation.