

STATE OF OKLAHOMA



OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

CHECK LIST FOR AIRLINE/RAILROAD LICENSE

The documents requested below are required for a license application. ALL documents indicated must be provided. All documents must be legible and complete. Applicant may be an individual, partnership, limited liability company, or corporation (Joint ventures cannot be accepted). The original completed application pages and the required supporting documents with one (1) copy of application and documents will be submitted to the Commission. Additional documentation may be required during the investigation.

I. Application packet Supplied by the Commission to be completed by Applicant.

- 1. Application Page 1. Complete the top of the page. Mark the license for which you are applying. Only one license per application. Complete oath in the middle of the page.
- 2. Application Page 3. Complete all questions.
- 3. Application Page 4. Applicant signs. If the applicant is a corporation, a duly authorized officer must sign. If a partnership, each partner must complete this page. If a limited liability company, a manager or member must sign.
- 4. Application Page 10A. Corporations only complete. If a stockholder in the corporation is another corporation, the corporation which owns the stock must complete pages 10A, 12, and 13.
- 5. Application Page 10B. Limited Liability Companies must complete. If a member is another limited liability company that company must complete pages 10B, 12, and 13.
- 5. Application Pages 12 & 13. Complete all sections. Corporations, Limited Liability Companies, and partnerships must complete for the entity being licensed. Individuals, all partners, and all LLC managers and members must complete a personal financial statement. Bank addresses, account numbers, account signers, and account types must be listed.

II. Documentation Supplied by Applicant.

- 1. Corporate Documents.
  - A. Certificate of Incorporation.
  - B. Certificate of Good Standing from the Oklahoma Secretary of State (cannot be over sixty (60) days old).
- 1. Limited Liability Documents.
  - A. Certificate of Good Standing from the Oklahoma Secretary of State (cannot be over sixty (60) days old).
  - B. Articles of Organization. Filed with the Secretary of State with all amendments and corrections.
  - C. Limited Liability Operating Agreement.
- 2. Partnership Agreement. Submit, if applicable.
- 3. Certification. Copy of Air Carriers Certificate from FAA.
- 4. License Fee. Enclose a cashier's check or money order in the correct amount with the application made payable to the ABLE Commission. Fee amounts are listed on the back of the check list. Personal checks are not accepted.
- 5. Copies. Mail original application with one (1) copy to: Oklahoma ABLE Commission, 3812 N. Santa Fe, Suite 200 Oklahoma City, Oklahoma 73118. Walk-in applications are accepted 7:30 a.m. - 4:00 p.m., Monday - Friday.

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION  
SCHEDULE OF LICENSE FEES

TYPE OF LICENSE	AMOUNT
Add-A-Partner	10% of Amount of Original License Fee
Additional Hours*	\$ 25.00/day
Agent	55.00
Airline/Railroad Beverage	1,005.00 905.00 Renewal
Beer & Wine	500.00 450.00 Renewal
Bonded Warehouse	190.00
Bottle Club**	1,000.00 900.00 Renewal
Bottle Club Fraternal Brewer***	500.00 1,250.00
Carrier	23.00
Caterer	1,005.00 905.00 Renewal
Caterer/Mixed Beverage Combination	1,250.00 Annually
Administrative Fee for Caterer/Mixed Beverage Combo	250.00/250.00 New/Renewal
Change of Corporate Officers****	100.00
Change of Managers or Members****	100.00
Change of Location*****	100.00
Charity Wine Auction/Event	1.00
Class B Wholesaler***	625.00
Distiller	3,125.00
Employee	30.00/2 years
Hotel Beverage	1,005.00 905.00 Renewal
Industrial	23.00
Manufacturers Agent	55.00
Mixed Beverage**	1,005.00/905.00 Renewal
Administrative Fee	500.00/500.00 New/Renewal
Mixed Beverage Fraternal	500.00
Non-Resident Seller	750.00 prorated 7/1 through 6/30
Oklahoma Winemaker	75.00
Rectifier	3,125.00
Retail (Population as recorded in the last Federal Decennial Census)	
A - 200 to 2,500 population	305.00
B - 2,500 to 5,000 population	605.00
C - Over 5,000 population	905.00
Sacramental Wine Supplier	100.00
Special Event	55.00/Annually or Quarterly
Storage	23.00
Wholesaler	3,500.00
Winemaker	625.00

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

APPLICATION

The filing of this application does not commit the Commission to the granting of the license that you are applying for, nor does it permit you to operate the business named below before the granting of the license.

LICENSEE NAME \_\_\_\_\_ DOING BUSINESS AS NAME \_\_\_\_\_

PREMISE LOCATION \_\_\_\_\_

Check the type of application:

- Add-A-Partner Class B Wholesaler Retail Store
Airline/Railroad Distiller Sacramental Wine
Beer & Wine Industrial Storage
Bonded Warehouse Mixed Beverage Wholesaler
Bottle Club NonResident Seller Winemaker
Brewer Oklahoma Winemaker Winemaker Self
Carrier Rectifier Distribution
Caterer Caterer/Mixed Beverage Combo
Change of Corporate Officers
Change of Managers or Members

OATH

State of Oklahoma )
ss.
County of \_\_\_\_\_)

\_\_\_\_\_, being first duly sworn upon oath deposes and says: That he is the applicant who makes the above and foregoing application; that he has read and signed the same, knows the contents thereof and that all statements therein contained are true. Applicant(s) certifies that the statements and representations made herein are true and correct and consents that if any statements or representations herein are found to be false or omitted, that the Director may refuse to issue said license or may cause such license to be revoked forthwith at any time. He further agrees that he has filed all appropriate property with the County Assessor and that all ad valorem taxes assessed on his property, both real and personal, and wherever situated in the State of Oklahoma, have been paid.

Signature of Applicant(s)

Subscribed in my presence and sworn to before me this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

My commission expires: \_\_\_\_\_ Notary Public

DO NOT WRITE IN THIS SECTION - CITY/COUNTY USE ONLY

In accordance with Title 37, Section 517, this notice is being mailed to you for recommendations as to whether or not this applicant should be issued a license in your city/county, by the ABLE Commission. You have twenty (20) days to respond. Please complete the following and submit a notarized copy of this page only to: ABLE COMMISSION, 3812 N. Santa Fe, Suite 200, Oklahoma City, Oklahoma 73118 (Attach additional page, if necessary.) Grant \_\_\_\_\_ Deny \_\_\_\_\_ Reasons for denial \_\_\_\_\_

Signature of City/County Official

Title

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

My commission expires: \_\_\_\_\_ Notary Public

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

1. Name(s) of Individual Applicant, Partners, Limited Partnership, Corporation, or Limited Liability Company (include social security number or federal employer identification number):

1. \_\_\_\_\_ (Name) (Address) (City, State) (Zip) (SSN/FEI)
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

2. Is License to be Issued to: Individual \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Limited Liability Company \_\_\_\_\_

3. Doing Business Name of Premises: \_\_\_\_\_

4. Premises Address: \_\_\_\_\_ (Number, Street, Rural Route)
(City) (County) (State) (Zip)

5. Business Mailing Address: \_\_\_\_\_ (If different than #4 above) (P.O.Box, No., Street, R.R.)
(City) (State) (Zip)

6. Was Premises Previously Licensed by the Commission: \_\_\_\_\_ Yes \_\_\_\_\_ No

7. If Yes, to Whom? \_\_\_\_\_ Type of License: \_\_\_\_\_

8. Former Premises Name: \_\_\_\_\_

9. The Local Governing Body Where the Premises is Located: \_\_\_\_\_ (Name of City or County)

10. Application Contact Person: \_\_\_\_\_
(Address) (Tel.No: Home/Business/Message)

SIGNATURE OF APPLICANT(S) 1. \_\_\_\_\_
(Individual, Partners, General Partner of a Limited Partnership, Authorized Corporate Officer, 2. \_\_\_\_\_
Manager of a Limited Liability Company) 3. \_\_\_\_\_
4. \_\_\_\_\_

DATE \_\_\_\_\_

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

CONFIDENTIAL DISCLOSURE

I, \_\_\_\_\_ (PLEASE PRINT) hereby authorize any person or organization listed in this application to provide information about me to an Agent of the Oklahoma Alcoholic Beverage Laws Enforcement Commission on a confidential basis, including bank and financial records, criminal history records, driving records, tax records and any other information relating to character or fitness for a liquor license.

\_\_\_\_\_  
Authorized Signature of Applicant

\_\_\_\_\_  
Title

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION  
CORPORATE QUESTIONNAIRE

Licensee \_\_\_\_\_ Type of License \_\_\_\_\_

Trade Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Corporate Officers:

Title	Name	SSN	Address
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Board of Directors/Trustees/Executive Committee:

Name	SSN	Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Stockholders:

Name	SSN	Address	No. of Shares Held
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total shares authorized to issue \_\_\_\_\_ No. of shares issued \_\_\_\_\_ No. of shares unissued \_\_\_\_\_

Service Agent (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Corporate Officer

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION  
LIMITED LIABILITY COMPANY QUESTIONNAIRE

Licensee \_\_\_\_\_ Type of License \_\_\_\_\_

Trade Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Limited Liability Company Managers:

Title	Name	SSN	Address
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Limited Liability Company Members:

Name	SSN	Address
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Resident Agent Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Manager

OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION  
 FINANCIAL STATEMENT

NAME \_\_\_\_\_ DOING BUSINESS NAME \_\_\_\_\_  
 (Individual, Partner, Limited Partnership, Corporation, Limited Liability Company)

ASSETS	AMOUNT	LIABILITIES	AMOUNT
CHECKING AT		TAXES DUE	
Financial Institution		SCHEDULE D	
Name _____		OTHER	
Address _____			
Account Signer(s) Name _____			
Account # _____			
Financial Institution			
Name _____			
Address _____			
Account Signer(s) Name _____			
Account # _____			
Financial Institution			
Name _____			
Address _____			
Account Signer(s) Name _____			
Account # _____			
SAVINGS AT			
Financial Institution			
Name _____			
Address _____			
Account # _____			
Financial Institution			
Name _____			
Address _____			
Account Signer(s) Name _____			
Account # _____			
EARNEST MONEY			
LEASE DEPOSIT			
OTHER			
CASH VALUE OF:			
Schedule A			
Schedule B			
Inventory			
Fixtures/Equipment			
Vehicles			
Schedule C			
Life Insurance			
Other			
TOTAL ASSETS		TOTAL LIABILITIES	
		NET WORTH	
		TOTAL LIABILITIES	
		& NET WORTH	

- Last year's total income: \$ \_\_\_\_\_ Source: \_\_\_\_\_
- Have you any assets or liabilities not listed on this financial statement?  
 Yes \_\_\_ No \_\_\_ If yes, explain why not included \_\_\_\_\_
- Are you a co-signer of any notes or contracts? Yes \_\_\_ No \_\_\_ If yes, explain \_\_\_\_\_
- Have you any judgments, suits, liens, or tax warrants filed against you?  
 Yes \_\_\_ No \_\_\_ If yes, explain \_\_\_\_\_
- Have you ever filed a petition of bankruptcy or been adjudged bankrupt? Yes \_\_\_ No \_\_\_ If yes, explain \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

