

SPECIAL EVENT PRIVATE NON-SALE – HOTEL LIQUOR LICENCE

In order to be considered for a liquor licence, the following items must be submitted:

- Licence fee of \$200 (cheque drawn on the applicant's bank account or money order made payable to AGLC).
- Application for Private Non-Sale Hotel Liquor Licence (Form 5312).
- Particulars of Individual (Form 5013) completed by the proposed manager.
- Criminal Record Check (**obtained within the last 90 days**) from the RCMP or local police for the proposed manager.
- Floor plan of the premises, including a defined service area.
- Executed copy of the lease agreement or certificate of title, in the name of the applicant.
- City business licence or written approval of the municipality.
- Certificate of Incorporation.

ONLY COMPLETED APPLICATION PACKAGES WILL BE PROCESSED

Return your completed package to the address below **OR phone to schedule an appointment:**

AGLC

Attention: Liquor/Cannabis Licensing
50 Corriveau Avenue
St. Albert, Alberta T8N 3T5
Ph: 780-447-8846
sel@aglc.ca

OR Attention: Liquor/Cannabis Licensing
310, 6715 - 8 Street NE
Calgary, Alberta T2E 7H7
Ph: 403-292-7300
liquorapplications.calgary@aglc.ca

ALLOW 4 TO 6 WEEKS FOR PROCESSING



**APPLICATION FOR SPECIAL EVENT
PRIVATE NON-SALE - HOTEL LIQUOR LICENCE**

NAME OF APPLICANT: _____

NAME OF PREMISES: _____

Address: _____

City/Town: _____ Postal Code: _____

MAILING ADDRESS:

Street/PO Box: _____

City/Town: _____ Postal Code: _____

PREMISES MANAGER:

Name: _____

E-Mail Address: _____

Phone: _____

STORAGE LOCATION OF LIQUOR:

PROPOSED WEEKDAY OF USE:

PROPOSED TIME OF USE:

I, _____ of _____, Alberta, hereby make application for a Private Non-Sale Hotel Licence as noted above to purchase liquor for use in accordance with the provisions of the *Gaming, Liquor and Cannabis Act*; and Gaming, Liquor and Cannabis Regulation 62 made there under. I am not disqualified under the provisions of the said Act.

Signature of Applicant: _____ Date: _____

Print Name: _____