

**APPLICATION FOR TRANSFER
OF
LICENSE AND PERMIT**

(SEE INSTRUCTIONS ON REVERSE)

I hereby agree to the transfer of my license and permits, if any, to the applicant named in Block 6 and to the premises shown in Block 8 and 9. I guarantee to make no other attempt to transfer said license and permits until this application has been definitely acted upon.

INFORMATION AS TO PRESENT LICENSEE AND ADDRESS OF LICENSED PREMISES

1. NAME OF LICENSEE	LID	LICENSE NO.	AMUSEMENT PERMIT <input type="checkbox"/> YES <input type="checkbox"/> NO
2. TRADE NAME (IF ANY)			
3. ADDRESS OF PREMISES (STREET, RURAL ROUTE, P.O. BOX NO.)		(POST OFFICE)	(STATE) (ZIP)
4. NAME OF MUNICIPALITY	TYPE OF MUNICIPALITY <input type="checkbox"/> CITY <input type="checkbox"/> BORO <input type="checkbox"/> TWP. <input type="checkbox"/> INC. TOWN		COUNTY

RESOLUTION

At a regular or special meeting held on _____, 20____ by the licensed corporation, it was resolved that said application be filed with the Pennsylvania Liquor Control Board, and that _____ and/or _____ is/are
(NAME/TITLE) (NAME/TITLE)

hereby authorized to execute said application, and any other papers required by the Board.

INFORMATION FOR APPLICANT AND ADDRESS OF PREMISES TO BE LICENSED

6. NAME OF APPLICANT	IS AMUSEMENT PERMIT TO BE TRANSFERRED? <input type="checkbox"/> YES <input type="checkbox"/> NO		
7. TRADE NAME (IF ANY)			
8. ADDRESS OF PREMISES (STREET, RURAL ROUTE, P.O. BOX NO.) (POST OFFICE) (STATE) (ZIP)			
9. NAME OF MUNICIPALITY	TYPE OF MUNICIPALITY <input type="checkbox"/> CITY <input type="checkbox"/> BORO <input type="checkbox"/> TWP. <input type="checkbox"/> INC. TOWN		COUNTY

I swear or affirm, subject to the penalties provided by 18 Pa. C.S. §4904 and 47 P.S. §4-403(h) and/or §4-436(j) and/or §5-504(b) and/or §7-704, that the foregoing answers and statements provided herein are true and complete to the best of my knowledge and belief.

SIGNATURE OF PRESENT LICENSEE	TITLE
PRINT NAME OF PERSON SIGNING	DATE OF EXECUTION
HOME ADDRESS OF PRESENT LICENSEE	PHONE

This application for transfer must be accompanied by the following supporting papers and requisite fee(s):

- A. Application and other supporting documents as instructed on the accompanying application for type of license and permits desired.
- B. Check or money order made payable to the *PLCB* or the *Commonwealth of Pennsylvania* for license transfer fee of \$650 for person to person, or \$550 for place to place, or \$700 for BOTH person to person and place to place. This fee is not refundable.
- C. Additional fee of \$10.00 if the current Amusement Permit is to be transferred.
- D. If an inter-municipal transfer of a retail license, written approval from the governing body of the receiving municipality if the retail municipal quota is met or exceeded.
- E. If the transfer is for a retail liquor or retail malt beverage dispenser license from a city of the 1st class to a county of the 2nd class A or 3rd class designated as a Mixed-Use Town Center Development Project, the following is required:
 - 1. Municipal approval as described in "D."
 - 2. Resolution or Ordinance stating the municipality has designated the location a Mixed-Use Town Center Development Project.
 - 3. \$50,000 surcharge fee along with the transfer fee as described in "B."
 - 4. Intra-County Affirmation stating the applicant has exhausted reasonable means for obtaining a suitable license within the county.
 - 5. Affidavit from a real estate agent, license broker or other similar professional attesting to the unavailability of a liquor license at a relative market price.

DO NOT WRITE BELOW THIS LINE

LID _____ PM _____ CO/MNCP CODE ____ - ____ ZIP _____ - _____

INSTRUCTIONS

1. General

- A. This form is used for transfer of the licenses listed below from person to person, place to place, or both, subject to the specified limitations as to municipality or county:

Retail liquor and malt beverage licenses within the same municipality or from municipality to municipality within the same county (inter-municipal).

Retail liquor and malt beverage licenses from a First Class city to a Second Class A or Third Class county designated as a Mixed-Use Town Center Development Project.

Liquor importers, sacramental wine, brewery, alternate brewers, distilleries, wineries, limited wineries, bonded warehouses, bailees-for-hire and transporter-for-hire.

Distributor and importing distributor licenses within the same county.

- B. This form is also used for the addition of any new partner.

- C. It is **not** to be used for the dissolution of a partnership, by voluntary retirement or death of one or more of the partners, change in trade name only or a change in address not resulting from a change in location of the premises involved (for instance, by Post Office or municipality redesignation). For any of these purposes, use Form PLCB-959, Application for Correction to License, Permit or Agent's Registration.

2. **Filing of Application** - Applications for transfer of licenses may be filed at any time, but when filed within 30 days of the expiration date of the license term **the transfer shall apply to the renewal license only**, except in case of death.

3. **Place to Place Transfer** - In case a licensee desires to move the place of business from one address to another, the licensee must produce documentary evidence of legal use of the new premises and equipment. If the transfer involves a retail license the premises must be ready for operation as a restaurant, eating place or hotel. No alcoholic beverages shall be sold at the new location until the transfer has received formal Board approval. If the transfer involves a license of a type other than retail the new premises must comply with statutory requirements but approval of the transfer by the Board must be obtained before the business is operated at the new address.

4. **Person to Person Transfers** - When an application is filed for the transfer of a license from one person to another in the same premises, there shall be exhibited to the Board or its representatives, an agreement covering the sale of the licensed business and documentary evidence that the transferee has legal right to occupy the premises.

The entire purchase price of the licensed business, either in the form of cash or legal obligation as security for the purchase price, shall be placed in escrow with an attorney or financial institution to be paid to the original licensee upon approval of the transfer by the Board.

Since the license and ownership of the business shall not pass to the transferee until the Board has approved the transfer, the original licensee may continue to operate the licensed business until formal approval of the transfer has been given. However, if the original licensee does not continue such operation and remains in full charge of the business, no liquor or malt or brewed beverages shall be sold. The license shall be surrendered to the Board until the transfer is approved.

5. **Place to Place and Person to Person Transfers** - When the transfer of a license involves a change of both ownership and location, the new establishment, if retail liquor or retail dispenser, shall be ready for operation. No alcoholic beverages shall be sold until the Board has approved the transfer. If a type of license other than retail is to be transferred the new premises must meet the statutory requirements but approval of the transfer by the Board must be obtained before the business is operated at the new address. The new applicant shall satisfy the Board that the applicant is the owner or lessee of the premises and the equipment and fixtures therein.

The transferor may continue to operate at the original place of business if the fixtures and equipment are not involved in the transfer. Upon receipt of notice from the Board that the transfer has been approved, such operation must cease and the license and any related permits must be surrendered to the Board.

6. **Transfers in Case of Death** - In the event of the death of the licensee, the license may be transferred to the surviving spouse, or to the administrator or executor of the licensee's estate, immediately upon presentation of the transfer form, application, transfer or filing fee and short form certificate from the Registrar of Wills. In the event it is desired to transfer the license to a person designated by and acting for the Administrator or Executor, the aforementioned papers, and fee, together with written evidence of such designation shall be submitted by the Administrator or Executor. The Board shall be notified in writing within 30 days in case of the death of a licensee.

7. **Disposition of Liquor and Malt or Brewed Beverages** - Legal liquor in possession of a licensee at the time of discontinuation of the licensed business, either by transfer of the license or otherwise, may be sold only to the transferee of the license, or it may be repurchased by the Board but only in accordance with the Board's regulation. If sold to the transferee of the license, the licensee must furnish the Board, upon approval of the transfer, with a sworn statement containing a description of the liquor including the brand name, size and number of full containers of each brand sold to the transferee.

Malt or brewed beverages in possession of a licensee at the time of discontinuation of the licensed business, either by transfer of the license or otherwise, may be sold only to the transferee of the license or to the distributor, importing distributor or brewery from whom originally purchased.

