



Dear Applicant:

Enclosed is an application for **Approval to Alter or Renovate Licensed Premises**; please complete all sections.

In addition to a completed application, we require the following documentation:

1. Written Municipal approval;
2. Written approval from the Provincial Fire Commissioner's Office;
3. One set of floor plans (drawn to scale on paper no larger than 8.5" x 14") outlining the proposed licensed area and including dimensions of clearly identified rooms; and
4. Written approval from Buildings Accessibility and Fire & Life Safety (if applicable).

Once all information has been received, the Newfoundland Labrador Liquor Corporation may undertake an inspection of your premises prior to a final decision on your application. You will then be notified accordingly.

If you require additional information, please call 724-1159 or email corporateservices@nliquor.com.

Enclosures

**APPLICATION FOR
APPROVAL TO ALTER OR RENOVATE LICENSED PREMISES**

***Please note that a \$100.00 Application Fee is required**

1. Name of Licensee: _____

License No.: _____

Address: _____

_____ Postal Code: _____

2. Purpose of alterations or renovations

3. One set of floor plans, drawn to scale on paper no larger than 8.5" x 14", outlining the proposed licensed area and including dimensions of clearly identified rooms, must accompany the application.

Signature of Applicant

Date

Fee Payment:

Cheque or Money Order: please make payable to **NEWFOUNDLAND LABRADOR LIQUOR CORPORATION**.

Credit Card: please pay online at <https://service.clearservice.com/nlcsecure/nlcpay/payment.aspx>

Please send completed application to:

**NEWFOUNDLAND LABRADOR LIQUOR CORPORATION
P.O. Box 8750, Stn. A
St. John's, NL A1B 3V1
Attention: Regulatory Services**

Telephone: 724-1159

Facsimile: 753-8625

Email: corporateservices@nliquor.com