



Dear Applicant:

Enclosed is an application for **Approval to Extend a Licensed Premises**; please complete all sections.

Please note that the following requirements must be satisfied before an application is processed:

- (1) A detailed plan, drawn to scale on paper no larger than 8.5" x 14", of the proposed area to be extended **must** accompany an application.
- (2) All applications must be signed by the fire, municipal and police authority in the area.
- (3) The extension of premises must be attached to the existing licensed premises and must be fenced in with double snow fencing.
- (4) Access to the extension of premises must take place from the licensed premises.
- (5) Only cans or disposable drinking containers are permitted to be used for the sale and consumption of alcoholic beverages within the extended premise.
- (6) Sufficient lighting shall be provided for evening functions.
- (7) All other requirements of the *Liquor Control Act* and *Liquor Licensing Regulations* with respect to the sale and consumption of alcoholic beverages will apply.

**PLEASE NOTE: THE CAPACITY OF THE LICENSED PREMISES DOES NOT INCREASE WITH THE EXTENSION OF PREMISES IN PLACE.**

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

Enclosures



**APPLICATION FOR APPROVAL TO EXTEND LICENSED PREMISES**

**\*Please note: An application fee of \$100 must accompany this form**

1. Name of Licensee: \_\_\_\_\_  
 License No.: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_ Postal Code: \_\_\_\_\_

2. Purpose of extension and date(s) & time(s) required:  
 \_\_\_\_\_  
 \_\_\_\_\_

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

\_\_\_\_\_  
 Date

**This application must be approved and signed by the following authorities:**

<b>MUNICIPAL AUTHORITY</b>	<b>FIRE AUTHORITY</b>	<b>POLICE AUTHORITY</b>
SIGNATURE	SIGNATURE	SIGNATURE
TITLE	TITLE	TITLE
TELEPHONE #	TELEPHONE #	TELEPHONE #

**PLEASE NOTE THAT PLANS, DRAWN TO SCALE ON PAPER NO LARGER THAN 8.5" X 14", OF PROPOSED EXTENSION MUST ACCOMPANY THIS APPLICATION.**

**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](mailto:corporateservices@nliquor.com)**

**PRIVACY NOTICE** The above information is collected under the authority of section 61(c) of the *Access to Information and Protection of Privacy (ATIPP) Act, 2015*. The information is collected for the purpose of administration and determining eligibility for the issuance of a liquor license. Personal information collected by NLC is protected under the *ATIPP Act*. If you have any questions about the collection or use of this information, please contact NLC's ATIPP Coordinator at (709) 724-1159.