

STATE OF OKLAHOMA



OKLAHOMA ALCOHOLIC BEVERAGE LAWS ENFORCEMENT COMMISSION

CHECK LIST FOR HOTEL 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, or corporation (Joint ventures cannot be accepted). The original application pages and the required supporting documents will be submitted to the Commission. If you have any questions concerning the application, you may contact us at (405) 521-3484.

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 11. Indicate guest rooms in which mini-bars will be located and location of storage area where mini-bar alcoholic beverages will be stored.

II. Documentation Supplied by Applicant.

- 1. 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.
- 2. Proof of Liability Insurance Covering both **bodily injury** and **property damage.**
- 3. 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	LICENSE FEE/RENEWAL
Add-A-Partner(AAP)	10% of Amount of the Original License Fee
Airline(AAA)	1,005.00/905
Beer & Wine(BAW)	525.00/475
Bonded Warehouse(BWH)	190.00/190
Bottle Club(BOT)	1,000.00/900
Bottle Club Fraternal(BCF)	500.00/500
Carrier(CAR)	23.00/23
Caterer(CAT)	1,030.00/930
Caterer/Mixed Beverage Combination(CMB)	1,525.00/1,525
Change of Corporate Officers(CCO)	100.00
Change of Stockholders(COS)	100.00
Change of Managers(LLC)	100.00
Change of Members (LLC)	100.00
Change of Location(MXB, BOT, & CMB ONLY)	100.00
Charity Games Organization(CGO)	100.00/100
Charity Games Exempt Organization(CXO)	0.00
Charity Games Manufacturer(CGM)	2,000.00/2,000
Charity Games Distributor(CGD)	5,000.00/5,000
Charitable Alcoholic Beverage Event(CAB)	55.00
Charitable Alcoholic Beverage Auction(CAU)	1.00
Cider/Wine/Strong Beer Permit(CWP)	0.00
Class B Wholesaler(CBW)	1,625.00/1,625
Class B Wholesaler-with active low-point beer license(CBW)	2,125.00/2,125
Distiller(DIS)	3,125.00/3,125
Hotel Beverage(HOT)	1,005.00/905
Industrial(IND)	23.00/23
Manufacturers Agent(MFA)	55.00/55
Mixed Beverage(MXB)	1,530.00/1,430
Mixed Beverage Fraternal(MXF)	500.00/500
Non-Resident Seller(NRS)	3,250.00/3,250
prorated 7/1 through 6/30	
Oklahoma Brewer(OKB)	125.00/125
Oklahoma Winemaker(OKW)	75.00/75
Public Event Annual(PEV)	1,030.00/1,030
Public Event-One (1)Time(PUE)	255.00
Railroad(RRR)	100.00/100
Rectifier(REC)	3,125.00/3,125
Retail (Population as recorded in the last Federal Decennial Census)(RET)	
A - 200 to 2,500 population	455.00/455
B - 2,500 to 5,000 population	805.00/805
C - Over 5,000 population	1,155.00/1,155
Special Event Annual(SPE)	55.00
Special Event Quarterly(SPQ)	55.00
Storage(STO)	23.00/23
Wholesaler(WHO)	6,000.00/6,000
Winemaker(WIN)	625.00/625
Winemaker Self-Distribution(WSD)	750.00/750

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:

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

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

Draw a diagram of the licensed premises. The diagram should include the following: outside dimensions, rooms, doorways, bars, and liquor storage areas.

Date

Signature of Applicant/Licensee

Signature of Applicant/Licensee