



APPLICATION FOR RENEWAL OF RETAILER OR DEALER ALCOHOLIC BEVERAGE PERMIT

State Form 47 (R20 / 7-24)

FOR OFFICE USE ONLY	
Examined by / date	
Hearing date	
Issue date	
New expiration date	
Release date	
Base fee	Catering
Processor	
Renewal date	
Excise district	Local board

- INSTRUCTIONS:**
1. Type or print legibly.
 2. Include payment.
 3. Do not complete shaded areas.
 4. Application must be received by our office at least ninety (90) days before permit expires.
 5. Do not complete shaded areas.
 6. Please attach a completed Property Tax Clearance – Form 1 (State Form 1462).
 7. Please attach a Certificate of Existence from the Indiana Secretary of State. (Not applicable for sole proprietorships and simple partnerships.)

* This agency is requesting your Social Security Number in accordance with IC 4-1-8-1. Disclosure is mandatory, and this record cannot be processed without it.

SECTION 1: GENERAL INFORMATION			
Name of permit holder (<i>individual or business entity</i>)		Permit number	
Doing business as (<i>d/b/a</i>)		Permit expiration date (<i>mm/dd/yyyy</i>)	
Permit type		Permit status <input type="checkbox"/> Active <input type="checkbox"/> Inactive / in escrow <i>Attach Escrow Request (SF 56811)</i>	
Premises address			
Street name and number			
City / Town		State	Zip code
Email address		Telephone number of premises	
Mailing address <input type="checkbox"/> Same as above			
NOTE: Notices from the ATC will be sent to the mailing address provided on this form. It is your responsibility to notify the ATC of any changes in mailing address.			
Street name and number			
City / Town		State	Zip code
E-mail address		Telephone number	
1.1. Have there been any changes to the floor plan on file with the ATC since you last applied for or renewed this permit? (<i>If yes, follow the instructions in Section 6.</i>)			<input type="checkbox"/> Yes <input type="checkbox"/> No
1.2. Have you or anyone with an interest in this permit been convicted of a felony or misdemeanor since the permit was last applied for or renewed? (<i>If yes, please attach letter with dates, court, conviction, and sentence information.</i>)			<input type="checkbox"/> Yes <input type="checkbox"/> No
1.3. Do any individuals, corporations, limited liability companies, limited liability partnerships, partnerships, or stock owners, members, or partners of such entities have any interest, either directly or indirectly, in any other permits or registrations of any kind issued under Indiana Code 7.1 connected with, but not limited to, the production, distribution, transportation, or sale of alcoholic beverages? (<i>If yes, attach a list of all permits.</i>)			<input type="checkbox"/> Yes <input type="checkbox"/> No
1.4. Does the applicant have a legal right to possess the permit premises for the term of the permit (ownership or a bona fide lease)?			<input type="checkbox"/> Yes <input type="checkbox"/> No
1.5. Do you consent for the duration of the permit to inspection and search by an enforcement officer, without a warrant or other process, of your licensed premises and vehicles to determine compliance with the provisions of Indiana Code 7.1? <i>Answering "No" to this question will result in the denial of this application.</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 2: OWNERSHIP INFORMATION

The applicant is a: *(Check one)*

- Sole Owner
 Limited Partnership
 Government Entity
 Simple Partnership
 Limited Liability Partnership
 Club Association
 Corporation
 Limited Liability Company
 Club Corporation

Please provide the following ownership information *(Attach additional sheets if necessary)*:

- SOLE OWNER** – Owner
CLUB – Highest ranking officer and financial secretary or treasurer
CORPORATION – President, secretary, and all stockholders with at least 2% interest in the permit
GOVERNMENT ENTITY – Government employee(s) responsible for permit
LIMITED LIABILITY COMPANY – All members with at least 2% interest in the permit
PARTNERSHIP / LIMITED PARTNERSHIP / LIMITED LIABILITY PARTNERSHIP – All partners with at least 2% ownership in the permit

NOTE: IC 7.1-3-21-8 requires the disclosure of each person or entity that holds (directly or indirectly) at least a two percent (2%) interest in the permit and the business conducted, or to be conducted, under it. Unless the permit holder is a club, government entity, nonprofit organization, or sole proprietor, ownership percentage must be included below. When disclosing a publicly traded corporation, please provide the name and address of the corporate officers and members of the board of directors.

Ownership changes must be disclosed by permittees within ten (10) days of the date when the change became effective. If ownership has changed (by death, transfer, sale of stock or interest, etc.) since the permit was last applied for or renewed, a Disclosure of Interested Parties (State Form 54438), signed by a majority of the previously disclosed ownership, must be submitted in addition to this application.

2.1. Complete name	Social Security number*	Date of birth (mm/dd/yyyy)	Citizen of United States <input type="checkbox"/> Yes <input type="checkbox"/> No
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Address	Title
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<input type="checkbox"/> Sole Owner <input type="checkbox"/> Stockholder <input type="checkbox"/> Partner <input type="checkbox"/> Member <input type="checkbox"/> Club Officer <input type="checkbox"/> Corporate Officer	Ownership interest (%)
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2.2. Complete name	Social Security number*	Date of birth (mm/dd/yyyy)	Citizen of United States <input type="checkbox"/> Yes <input type="checkbox"/> No
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Address	Title
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<input type="checkbox"/> Sole Owner <input type="checkbox"/> Stockholder <input type="checkbox"/> Partner <input type="checkbox"/> Member <input type="checkbox"/> Club Officer <input type="checkbox"/> Corporate Officer	Ownership interest (%)
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2.3. Complete name	Social security number*	Date of birth (mm/dd/yyyy)	Citizen of United States <input type="checkbox"/> Yes <input type="checkbox"/> No
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Address	Title
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<input type="checkbox"/> Sole Owner <input type="checkbox"/> Stockholder <input type="checkbox"/> Partner <input type="checkbox"/> Member <input type="checkbox"/> Club Officer <input type="checkbox"/> Corporate Officer	Ownership interest (%)
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2.4. Complete name	Social Security number*	Date of birth (mm/dd/yyyy)	Citizen of United States <input type="checkbox"/> Yes <input type="checkbox"/> No
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Address	Title
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<input type="checkbox"/> Sole Owner <input type="checkbox"/> Stockholder <input type="checkbox"/> Partner <input type="checkbox"/> Member <input type="checkbox"/> Club Officer <input type="checkbox"/> Corporate Officer	Ownership interest (%)
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2.5. Complete name	Social Security number*	Date of birth (mm/dd/yyyy)	Citizen of United States <input type="checkbox"/> Yes <input type="checkbox"/> No
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Address	Title
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<input type="checkbox"/> Sole Owner <input type="checkbox"/> Stockholder <input type="checkbox"/> Partner <input type="checkbox"/> Member <input type="checkbox"/> Club Officer <input type="checkbox"/> Corporate Officer	Ownership interest (%)
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Check here if you have disclosed less than 100% of the permit ownership and the remaining undisclosed owners hold less than a 2% ownership interest.

SECTION 3. ANNUAL GROSS SALES FIGURES
(All figures are subject to verification by the Indiana Department of Revenue.)

<i>If permit was in escrow (inactive) the previous permit year, skip to Section 4.</i> 1) Do you hold a beer, wine, and liquor retailer permit issued in an unincorporated area (type 209 permit)? 2) Do you hold a beer, wine, and liquor retailer permit with limited barroom / family room separation? 3) Do you operate a convenience store or food mart as defined by IC 7.1-1-3-18.5(a)(2)? <i>If you answered no to questions 1-3 above, skip to Section 4.</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
Date of beginning report <i>(mm/dd/yyyy)</i>	Date of ending report <i>(mm/dd/yyyy)</i>	
A. Gross food sales <i>(exclude carryout and catering sales)</i>	B. Gross alcohol sales	C. Total gross sales <i>(A + B)</i>

SECTION 4: OPERATIONAL INFORMATION

4.1. Is there a contract of any kind to sell the permit and/or business at this time?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.2. Have all of your employees obtained employee permits and completed employee training if required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.3. Do you sell tobacco products on the licensed premises? <i>(If yes, please provide the tobacco sales certificate number)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <hr style="width: 100%;"/>
4.4. Do you conduct type II gaming on the licensed premises? <i>(If yes, please provide the type II gaming endorsement number)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <hr style="width: 100%;"/>

SECTION 5: MANAGER QUESTIONNAIRE

Name of manager <i>(last, first, middle initial)</i>		
Date of birth <i>(mm/dd/yyyy)</i>	Employee permit number	Employee permit expiration date <i>(mm/dd/yyyy)</i>
Home address <i>(number and street, city, state, and ZIP code)</i>		
5.1. Are you a citizen of the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.2. Are you at least twenty-one (21) years old?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.3. Are you an officer or employee of a non-resident of the state of Indiana that is engaged in the alcoholic beverage traffic or engaged in carrying on any phase of the manufacture of, traffic in, or transportation of alcoholic beverages without a permit under Title 7.1 of the Indiana Code?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.4. Are you a law enforcement officer, a non-elected officer of a municipal corporation or governmental subdivision, or an officer of the state of Indiana charged with any duty or function in the enforcement of Title 7.1 of the Indiana Code?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.5. Have you ever been convicted of a felony or misdemeanor? <i>If yes, please attach a letter detailing the conviction, court, date, and sentence information.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.6. Have you ever been found to have committed a violation of the Indiana alcoholic beverage laws, rules, regulations, or orders of the ATC? <i>If yes, please attach a letter detailing the violation(s), including any permit number(s).</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.7. Have you held an alcoholic beverage permit under Title 7.1 of the Indiana Code and had the permit revoked within one (1) year prior to the date of this application? <i>If yes, please provide the permit number(s) and an explanation.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.8. Have you made an application for an alcoholic beverage permit of any type which was denied less than one (1) year to the date of this application (unless the application was denied by reason of a procedural or technical defect)? <i>If yes, please attach an explanation.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	

<p>5.9. Do you have an interest, either directly or indirectly, in any other permits or registrations of any kind issued under Title 7.1 of the Indiana Code connected with, but not limited to, the production, distribution, transportation, or sale of alcoholic beverages? <i>If yes, please list the permit number(s) below.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Permit number(s)</p>	
<p>Signature of manager</p>	<p>Date (mm/dd/yyyy)</p>

SECTION 6: FLOOR PLAN

INSTRUCTIONS: If there have been any changes to the floor plan since the initial application or the last renewal that have not been approved by the ATC, the applicant must submit a floor plan drawing on letter size paper (8 1/2" x 11") and attach the drawing to this renewal application. The drawing must show dimensions and identification of any existing family room(s), seating arrangement(s), ballroom(s), bar(s), dance floor area(s), kitchen area(s), restrooms, storage areas, entrances/exits, patios, beer gardens, service windows, and alcoholic beverage display areas for all types of permits. The drawing must be signed and dated.

NOTE: All floor plan changes must be approved by the Commission. If you have amended your floor plan and have not had it approved by the ATC, please contact your local Excise district office for a floor plan inspection. To locate the appropriate Indiana State Excise Police district office, please visit www.in.gov/atc/isepp/contact-us/.

SECTION 7: RETAILER PERMIT QUESTIONS

7.1. CARRYOUT PRIVILEGES

For retailer permittees with carryout privileges, please complete and attach the Renewal of Retail Carry-Out (State Form 56515).

7.2. LIQUOR LIABILITY INSURANCE

All retailer permit holders must maintain liquor liability insurance that has total coverage of at least five hundred thousand dollars (\$500,000) or a liquor liability endorsement to a general liability insurance policy that has total coverage of at least five hundred thousand dollars (\$500,000) during the permit term.

Please attach proof of liquor liability insurance in the form of a certificate of insurance or policy declaration that clearly identifies the coverage amount and contains the following information: (1) the name of the insured/permit holder; (2) the address(es) of the permit location(s) for which the insurance coverage applies; and (3) the effective date and expiration date of the policy.

(NOTE: For permits that are or will be deposited in escrow, proof of liquor liability insurance must be provided prior to the permit being made active.)

SECTION 8: CERTIFICATION OF APPLICANT

I certify that this application was completed by myself or by the preparer identified below. I certify that I have read this completed document and that all information provided herein and on any attachments is true and correct. **I UNDERSTAND THAT IT IS A FELONY UNDER LAW TO MISREPRESENT OR FALSIFY ANY PORTION OF THIS APPLICATION OR ATTACHED DOCUMENTS.**

I hereby consent for the duration of the permit term to inspection and search by an enforcement officer, without a warrant or other process, of my licensed premises, any approved satellite facility, approved storage facility, and vehicles to determine compliance with the provision of Indiana Code 7.1.

Note: The applicant MUST sign this application unless a valid ATC Power of Attorney form is submitted with this application or is on file with the ATC.

<p>Signature of applicant</p>	<p>Date (mm/dd/yyyy)</p>
<p>Printed name</p>	<p>Title</p>

SECTION 9: CERTIFICATION OF PREPARER (if applicable)

I certify that I have examined this application and the accompanying documents, and to the best of my knowledge and belief, they are true, correct, and complete. I certify that the applicant reviewed the completed form prior to signing.

<p>Signature of preparer</p>	<p>Date (mm/dd/yyyy)</p>
<p>Printed name of preparer</p>	<p>Telephone number</p>

SECTION 10: PAYMENT AND CONTACT INFORMATION

Payment must be in the form of a business check, certified check, or money order made payable to the Indiana Alcohol and Tobacco Commission.

Applications without payment will be returned.
(See attached fee schedule.)

MAIL TO:

Indiana Alcohol and Tobacco Commission
302 West Washington Street, Room E-114
Indianapolis, IN 46204
(317) 232-2430
www.in.gov/atc

SECTION 11. PERMIT TYPES AND FEE SCHEDULE

Permit Type		Renewal Fee	Fee Statute	
Dealer Permits	Drug store (IC 7.1-1-3-15)	Beer	\$500	IC 7.1-4-4.1-12
		Beer and wine	\$750	IC 7.1-4-4.1-12
		Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-12
	Grocery store (IC 7.1-1-3-18.5)	Beer	\$500	IC 7.1-4-4.1-12
		Beer and wine	\$750	IC 7.1-4-4.1-12
	Package liquor store (IC 7.1-3-10-4)	Beer, wine and liquor	\$1,000	IC 7.1-4-4.1-12
Retailer Permits	Restaurant (IC 7.1-3-20-9)	Beer	\$500	IC 7.1-4-4.1-9
		Wine	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	IC 7.1-4-4.1-9
		Beer, wine and liquor – unincorporated area (209)	\$1,000	IC 7.1-4-4.1-9
		Beer, wine, and liquor – incorporated area (210)	\$1,000	IC 7.1-4-4.1-9
		Beer, wine and liquor – incorporated area small city (210-1)	\$1,000	IC 7.1-4-4.1-9
	Social club (IC 7.1-3-20-1)	Beer	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	IC 7.1-4-4.1-9
		Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Civic center (IC 7.1-3-1-25) Mall (IC 7.1-3-20-24.4) Market (IC 7.1-3-20-25)	Beer	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	IC 7.1-4-4.1-9
		Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Fraternal club	Beer	\$250	IC 7.4-4-4.1-10
		Beer and wine	\$250	IC 7.4-4-4.1-10
		Beer, wine, and liquor	\$250	IC 7.4-4-4.1-10
	Historic district (IC 7.1-3-20-16(g))	Beer and wine	\$750	IC 7.1-4-4.1-9
		Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Economic redevelopment (IC 7.1-3-20-16(h) & (i))	Beer, wine, and liquor – Jeffersonville or Clarksville (IC 7.1-3-20-16(h))	\$1,350	IC 7.1-3-20-16(h)
		Beer, wine, and liquor – Portage (IC 7.1-3-20-16(i))	\$1,000	IC 7.1-4-4.1-9
	Hotel (IC 7.1-3-20-18)	Beer and wine retailer	\$750	IC 7.1-4-4.1-9
		Beer, wine, and liquor retailer	\$1,000	IC 7.1-4-4.1-9
	Motor sports district (IC 7.1-3-20-16(k) and (l))	Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Airport / railway (IC 7.1-30-20-16(b), (c), and (e))	Beer, wine, and liquor	\$1,000	IC 7.4-4-4.1-9
	State park	Beer, wine, and liquor	\$250	IC 7.1-4-4.1-9(d)
	Dining car (IC 7.1-3-6-6, IC 7.1-3-16-1, IC 7.1-3-11-1)	Wine retailer	\$500	IC 7.1-4-4.1-11
		Beer, wine, and liquor	\$500	IC 7.1-4-4.1-11
	Race track (IC 7.1-3-6-16, IC 7.1-3-14-6)	Beer	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	IC 7.1-4-4.1-9
	Excursion boat (IC 7.1-3-11-9, IC 7.1-3-6-11, IC 7.1-3-16-3)	Beer, wine, and liquor	\$500	IC 7.1-4-4.1-11
	Gaming site (IC 7.1-3-17.5)	Beer, wine, and liquor	\$25,000	905 IAC 1-43.1-2
	State fair (IC 7.1-3-21-14)	Beer, wine, and liquor	\$0	IC 7.1-3-21-14

	Catering hall (IC 7.1-3-20-24)	Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Horse track (IC 7.1-3-17.7)	Beer, wine, and liquor	\$4,000	905 IAC 1-39-1
	Horse track satellite facility (IC 7.1-3-17.7)	Beer, wine, and liquor	\$2,000	905 IAC 1-39-1
	Development district (IC 7.1-3-20-16.8)	Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Riverfront (IC 7.1-3-20-16(d)) and lakefront (IC 7.1-3-20-16(j))	Beer and wine	\$750	IC 7.1-4-4.1-9
		Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9
	Food hall (IC 7.1-3-20-29 to 30)	Food hall master permit	\$5,000	IC 7.1-4-4.1-20
		Food hall vendor (less than 1,000 sq ft)	\$1,000	IC 7.1-4-4.1-21
		Food hall vendor (1,000 to 2,500 sq ft)	\$1,000	IC 7.1-4-4.1-21
	Renovation (IC 7.1-3-20-16(e)(2))	Beer	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	IC 7.1-4-4.1-9
		Beer, wine, and liquor	\$1,000	IC 7.1-4-4.1-9