

**APPLICATION FOR ADDITIONAL
BOARD-APPROVED LOCATION**

13E

(SEE INSTRUCTIONS PAGE 2 OF 2)

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Approval is hereby requested for a Limited Winery, or Limited Distillery Additional Board-Approved Location, for the license period expiring December 31, _____.

1. NAME OF LICENSEE		LID NO.	LICENSE NO.
2. TRADE NAME (IF ANY)			CONTACT PHONE NO.

PRINCIPAL MANUFACTURING LOCATION (Exactly as it appears on current license)

3. ADDRESS OF PREMISES		(STREET, RURAL ROUTE, P.O. BOX NO.)	(POST OFFICE)	(STATE)	(ZIP)
4. NAME OF MUNICIPALITY	TYPE OF MUNICIPALITY			COUNTY	
	CITY	BORO	TWP.	INC. TOWN	

PROPOSED ADDITIONAL LOCATION

5. TRADE NAME (IF ANY)		CONTACT PHONE NO.			
6. ADDRESS OF PREMISES		(STREET, RURAL ROUTE, P.O. BOX NO.)	(POST OFFICE)	(STATE)	(ZIP)
7. NAME OF MUNICIPALITY	TYPE OF MUNICIPALITY			COUNTY	
	CITY	BORO	TWP.	INC. TOWN	

8. GIVE SPACE NO. IF MALL OR OTHER MULTI-STORE AREA

9. APPLICATION TO BE CONSIDERED FOR "PRIOR APPROVAL"?

YES NO

10. PREMISES TO BE LICENSED

ROOM		LOCATED ON WHAT FLOOR	DESIGNATED USE: (SALES, PRODUCTION, STORAGE, BOTTLING, SERVING, ETC.)
WIDTH	LENGTH		

11. If proposed location is to be operated in conjunction with another licensed limited winery(ies), or limited distillery(ies) list the License number(s), LID(s) and licensees name:

DO NOT WRITE BELOW THIS LINE

12.

RESOLUTION (CORPORATIONS ONLY)

At a regular or special meeting held on _____, _____ by the applicant corporation, it was resolved that said application be filed with the Pennsylvania Liquor Control Board, and that _____ and/or _____ is/are hereby
(NAME OF OFFICER/TITLE) (NAME OF OFFICER/TITLE)
 authorized to execute said application, and any other papers required by the Board.

13. LIST ANY OTHER BUSINESSES AT THIS LOCATION. INCLUDE A SKETCH SHOWING LOCATION OF BUSINESS IN RELATION TO PROPOSED LICENSED LOCATION.

NAME	DESCRIPTION	NAME(S) OF OWNER AND OPERATOR

14. NAME AND ADDRESS OF OWNER OF PROPOSED LOCATION	LEASE EXPIRATION DATE	TELEPHONE NO. OF LICENSED PREMISES

14(A). NAME OF OFFICERS, DIRECTORS, SHAREHOLDERS, PARTNERS OR MEMBERS OF PROPERTY OWNER. (ATTACH SEPARATE SHEET IF NECESSARY)	TITLE

15. ADDRESS AND LICENSE NO. OF ADDITIONAL LOCATIONS NOW IN USE	LICENSE NUMBER
A	
B	
C	
D	
E	

16. ADDRESS AND LICENSE NO. OF ADDITIONAL LOCATIONS TO BE DELETED AND THE DATE TO BE EFFECTIVE	EFFECTIVE DATE
A	
B	
C	
D	
E	

**APPLICATION FOR ADDITIONAL
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17. PROPOSED MANAGER

NAME OF MANAGER FOR ADDITIONAL LOCATION	HOME ADDRESS	DATE AND PLACE OF BIRTH
NAME		

18. STATE PRESENT EMPLOYMENT OR OTHER BUSINESS FOR MANAGER APPLICANT

19. CONVICTION RECORD: The following is a record of all felony and misdemeanor convictions of the individual owner, all partners, the manager and all corporate officers, directors and stockholders. (Attach separate sheet, if necessary.)

If there have been **no** such **convictions**, check No Such Convictions.

NAME	DATE OF CONVICTION	CHARGE	DISPOSITION	LOCATION OF COURT (COUNTY AND STATE)

20. Is the proposed manager to act as manager for other licensed limited winery(ies), or limited distillery(ies), operated in conjunction at the applicant location? YES NO

If "Yes," list license number(s), LID(s) and licensee(s) names:

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

SIGNATURE	TITLE	NAME OF ATTORNEY REPRESENTING YOU IN THIS MATTER, IF ANY
HOME ADDRESS	PHONE	ADDRESS
SIGNATURE	TITLE	PHONE
HOME ADDRESS	PHONE	DATE SIGNED
EMAIL ADDRESS		

INSTRUCTIONS

The enclosed forms are to be submitted by limited wineries, or limited distilleries to apply for a new Board approved location other than the licensed premises. All attached separate sheets must include the applicant's name and the address of the main licensed premises and the address of the satellite store. Fees and documents to be submitted include:

1. Application for Additional Board-Approved Location (PLCB-1685)

All questions must be answered even if the answer is NONE or NOT APPLICABLE.

Any presently licensed locations which are no longer to be used if this application is approved. If the location is to be deleted immediately, the license must be attached to this application.

2. A fee in the amount of \$220.00

3. One (1) recent, individual photograph of the proposed manager, 1½" x 1½" in size, identified with the individual's name and address of the premise on the reverse. The photograph must have a matte finish.

4. Recent premises photographs, 4" x 6" in size, of the exterior of the premises showing the main entrance and the main interior serving/sales area with the applicants name and address on the reverse. Photographs must have a matte finish.

5. PLCB-1773, Appendix Social Security Information MUST be submitted showing the social security number and name of the manager.

6. A Request for Criminal Record Check (PLCB-2018) must be submitted for the proposed manager with a \$10.00 fee.

7. Owner of premises name, address, principals and their titles must be listed

INFORMATION

a. A separate application packet must be submitted for each additional location to be licensed. A maximum of five (5) satellite stores may be licensed for limited wineries. Limited distilleries can have two (2) additional locations. No additional location(s) may be used by any licensee until approved by the Board.

b. An application may be filed for PRIOR APPROVAL of planned alterations or construction. Submit a site plan clearly showing the premises proposed to be licensed as it will be upon completion of the alterations or construction of the building. A site plan must be on 8½" x 11" paper depicting the location of the proposed premises in relationship to identifiable lines or easily identifiable landmarks or reference points with measurements to the property lines, landmarks or reference points. The plan must be clear and readable.

c. The owner of the building cannot be interested in any business covered by any retail or distributor or importing distributor license.

d. Two (2) or more limited wineries, or limited distilleries may operate additional Board-approved locations in conjunction with each other. Only one Board approved manager is needed for the location and need not designate specific or distinct areas for each winery's licensed area. PLCB-1685, Application for Additional Board-Approved location must be filed by each limited winery, or limited distillery. Each location shall count as one, and each is responsible for keeping only its own complete record.

DO NOT SUBMIT ANY OTHER DOCUMENT (E.G.; LEASE, AGREEMENT) WITH THIS APPLICATION PACKET. SHOULD YOU BE REQUIRED TO SUBMIT SUCH DOCUMENTATION, OTHER THAN FOR THE INVESTIGATION OFFICERS' REVIEW, YOU WILL BE NOTIFIED IN WRITING.

IF YOU REQUIRE ASSISTANCE IN COMPLETING THE APPLICATION PACKET, CALL THE LICENSING INFORMATION CENTER AT (717) 783-8250.

SEND THE APPLICATION PACKET TO: PENNSYLVANIA LIQUOR CONTROL BOARD, BUREAU OF LICENSING, P.O. BOX 8940, HARRISBURG, PA 17105-8940.