



APPLICATION FOR RENEWAL OF RETAILER OR DEALER ALCOHOLIC BEVERAGE PERMIT

State Form 47 (R19 / 5-22)

- INSTRUCTIONS:**
1. Type or print legibly.
 2. Include payment.
 3. Application must be received by our office at least ninety (90) days before permit expires.
 4. Do not complete shaded areas.
 5. Please attach a completed Property Tax Clearance – Form 1 (State Form 1462).

FOR OFFICE USE ONLY

Examined by/date (mm/dd/yy)

Hearing date (mm/dd/yy)

Issue date (mm/dd/yy)

New expiration date (mm/dd/yy)

Release date (mm/dd/yy)

Base fee

Catering

Name of processor

Date of renewal (mm/dd/yy)

Excise district

Local board

SECTION 1. GENERAL INFORMATION

Name of applicant as printed on permit

Permit number

Permit type

Name of business (d/b/a)

Permit expiration date (mm/dd/yy)

Business address (number and street, city, state, ZIP code)

Business telephone area/number
() -

Home telephone area/number
() -

Mailing address ☐ Same as above

NOTE: Notices from the ATC will be sent to the mailing address provided on this form. It is the permittee's responsibility to notify the ATC of any changes to the mailing address.

Permit Status ☐ Active

☐ Non-operational/escrow
(Attach State Form 56811,
Escrow Request.)

Number and Street

City, State, and ZIP Code

E-mail address

1) Have there been any changes in the existing operation, floor plans, or seating accommodations since you last applied for or renewed this permit? (If yes, follow the instructions in Section 6.)

☐ Yes ☐ No

2) 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?

☐ Yes ☐ No

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? (If yes, attach a list of all permits.)

☐ Yes ☐ No

4) Since your last renewal, have you or anyone with an interest in this permit been convicted of a misdemeanor or felony? (If yes, please attach letter with dates, court, conviction, and sentence information.)

☐ Yes ☐ No

5) Do you have the right to possess (rent, mortgage, or own) the permit premises for the term of the permit?

☐ Yes ☐ No

6) Do you sell tobacco products?

☐ Yes ☐ No

If yes, list Tobacco Sales Certificate Number.

7) For retail permittees, do you have a Type II Gaming endorsement?

☐ Yes ☐ No

If yes, list Gaming Endorsement Number.

8) For retail permittees, do you hold a supplemental caterer's permit?

☐ Yes ☐ No

If yes, you must attach State Form 54365, Request for a Supplemental Catering Permit, and the applicable fee with this renewal to keep the supplemental catering permit active.

SECTION 2. BUSINESS OWNERSHIP

Check one:

☐ Corporation
☐ Club

☐ Limited liability company
☐ Limited liability partnership

☐ Partnership
☐ Sole ownership

☐ Limited partnership
☐ Government entity

NOTE: If the business ownership has changed (by death, transfer, sale of stock or interest, etc.) since you last applied for renewal, you must also submit a Disclosure of Interested Parties form (State Form 54438), signed by a majority of the previously disclosed ownership, with this renewal application.

Provide the information for the individuals associated with your permit as follows: *(Attach additional sheets if necessary.)*

CLUB – Highest ranking officer and the financial secretary or treasurer

CORPORATION – President, secretary, and all stockholders with at least 2% interest in the permit

LIMITED LIABILITY COMPANY – All members with at least 2% interest in the permit and percent of interest held

LIMITED PARTNERSHIP/PARTNERSHIP/LIMITED LIABILITY PARTNERSHIP – All partners with at least 2% ownership in the permit and percent of interest held

SOLE OWNERSHIP – Owner

GOVERNMENT ENTITY – Government official(s) responsible for permit

NOTE: IC 7.1-3-21-8 requires the disclosure of each person with at least 2% interest in the permit who is, or will be, financially or beneficially interested in the permit and the business conducted, or to be conducted, under it. Changes to this list must be filed by the applicant or permittee within ten (10) days of the date when the change became effective.

Title	Name	Home Address (number and street, city, state, and ZIP code)	Date of Birth (mm/dd/yy)	Ownership Percentage*

*Percent must be included (except for a club, sole owner, or government entity). A shareholder with more than 50% ownership may individually sign transfer paperwork.

☐ Check here if you disclosed less than 100% of the ownership of permit holder and the remaining ownership interests individually total less than 2% of the total ownership interest.

SECTION 3. ANNUAL SALES / PRODUCTION

(All figures are subject to verification by the Indiana Department of Revenue.)

If permit was in escrow for the prior permit year, skip to Section 4.

- | | |
|---|---|
| <p>1) Do you hold a beer, wine, and liquor retail permit issued in an unincorporated area or a type 209 permit?</p> <p>2) Do you hold a beer, wine, and liquor retail permit with limited bar/family room separation?</p> <p>3) Do you operate a convenience store or food mart as defined by Indiana Code 7.1-1-3-18.5(a)(2)?</p> <p>4) Do you hold a retail or dealer permit through a partnership, corporation, limited partnership, or limited liability company that does not meet the residency requirements of Indiana Code 7.1-3-21-4, 7.1-3-21-5, 7.1-3-21-5.2, or 7.1-3-21-5.4?</p> | <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> |
|---|---|

If you answered no to questions 1-4, skip to Section 4.

Date of beginning report (mm/dd/yy)	Date of ending report (mm/dd/yy)	
A. Gross food sales <i>(For retail permits, exclude all carryout and catering sales.) (For convenience stores, exclude gasoline & automotive oil products.)</i>	B. Gross alcoholic beverage sales	C. Total Gross Sales (Column A + B)

SECTION 4. OPERATIONS INFORMATION

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
Have all of your employees or servers obtained employee permits and completed employee training if required by Indiana Code 7.1?	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 5. MANAGER'S QUESTIONNAIRE

Name of manager <i>(last, first, middle initial)</i>		
Date of birth <i>(mm/dd/yy)</i>	Employee permit number of manager	Employee permit expiration date <i>(mm/dd/yy)</i>
Home address <i>(number and street, city, state, and ZIP code)</i>		
Are you a citizen of the United States?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you at least twenty-one (21) years old?		<input type="checkbox"/> Yes <input type="checkbox"/> No
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

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
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
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
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
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
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>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Permit number(s)		
Signature of manager		Date (mm/dd/yy)
SECTION 6. FLOOR PLAN <i>If there have not been any changes to the permit premises floor plan since the initial application or the last renewal, skip this step.</i>		
<p>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, 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. Sign and date the drawing.</p> <p>NOTE: All floor plan changes must be approved by the Commission. If you amended your floor plan without prior approval, submit the floor plan drawings with this renewal application and contact your local excise district office immediately. Contact information for local excise district offices can be found at https://www.in.gov/atc/ise/2379.htm.</p>		
SECTION 7. CARRYOUT FROM RETAIL PERMIT PREMISES <i>Dealer permits may skip this step.</i>		
For retail permittees with carryout privileges, complete the Renewal of Retail Carry-Out and Six (6) Month Report (State Form 56515), and attach to this renewal application.		
SECTION 8. CERTIFICATION OF APPLICANT		
<p>I certify that there have been no changes regarding my previous application except those noted herein. I certify that this application was completed by myself or by the preparer identified herein. I certify that if this application was completed by a preparer, I have read the completed application. I certify that the ownership of my premises is true and that I will provide a copy of any applicable lease or purchase by contract upon request of the ATC. I certify that I have met any applicable food and beverage sales requirements. I certify that all information provided herein and on any attached schedules or documents are true and correct. I UNDERSTAND THAT IT IS A FELONY UNDER LAW TO MISREPRESENT OR FALSIFY ANY PORTION OF THIS APPLICATION OR ATTACHED DOCUMENTS.</p>		
Printed name of applicant	Signature of applicant	Date (mm/dd/yy)
SECTION 9. CERTIFICATION OF PREPARER (if applicable)		
<p>I certify that I have examined this application and the accompanying forms, schedules, and statements, 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		Date (mm/dd/yy)
Printed name of preparer		Telephone number () -

SECTION 10. PAYMENT AND CONTACT INFORMATION

Please remit business check, certified check, or money order.
Applications will not be processed without payment.
(See *attached fee schedule*.)

Checks should be made payable to the Indiana Alcohol and Tobacco Commission.

Mail to:

Indiana Alcohol and Tobacco Commission
302 West Washington Street, Room E114
Indianapolis, Indiana 46204
For additional information: www.IN.gov/atc or (317) 232-2430

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 and liquor	\$750	IC 7.1-4-4.1-12
		Beer and wine	\$750	IC 7.1-4-4.1-12
		Beer, wine, and liquor	\$1000	IC 7.1-4-4.1-12
		Liquor	\$500	IC 7.1-4-4.1-12
	Grocery store (IC 7.1-1-3-18.5)	Wine and liquor	\$750	IC 7.1-4-4.1-12
		Beer	\$500	IC 7.1-4-4.1-12
	Package liquor store (IC 7.1-3-10-4)	Beer and wine	\$750	IC 7.1-4-4.1-12
Retail Permits	Restaurant (IC 7.1-3-20-9)	Beer, wine and liquor	\$1000	IC 7.1-4-4.1-12
		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 (209)	\$1000	IC 7.1-4-4.1-9
		Beer, wine, and liquor incorporated (210)	\$1000	IC 7.1-4-4.1-9
	Social club (IC 7.1-3-20-1)	Beer, wine and liquor incorporated – small city (210-1)	\$1000	IC 7.1-4-4.1-9
		Beer	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	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, wine, and liquor	\$1000	IC 7.1-4-4.1-9
		Beer	\$500	IC 7.1-4-4.1-9
		Beer and wine	\$750	IC 7.1-4-4.1-9
	Fraternal club	Beer, wine, and liquor	\$1000	IC 7.1-4-4.1-9
		Beer	\$250	IC 7.4-4-4.1-10
		Beer and wine	\$250	IC 7.4-4-4.1-10
	Historic district (IC 7.1-3-20-16(g))	Beer, wine, and liquor	\$250	IC 7.4-4-4.1-10
		Beer and wine	\$250	IC 7.4-4-4.1-10
		Beer, wine, and liquor	\$750	IC 7.1-4-4.1-9
	Economic redevelopment (IC 7.1-3-20-16(h) & (i))	Beer, wine, and liquor	\$1000	IC 7.1-4-4.1-9
		Beer, wine, and liquor – Jeffersonville or Clarksville (IC 7.1-3-20-16(h))	\$1350	IC 7.1-3-20-16(h)
		Beer, wine, and liquor – Portage (IC 7.1-3-20-16(i))	\$1000	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	\$1000	IC 7.1-4-4.1-9
	Motor sports district (IC 7.1-3-20-16(k) and (l))	Beer, wine, and liquor	\$1000	IC 7.1-4-4.1-9
	Airport / railway (IC 7.1-30-20-16(b), (c), and (e))	Beer, wine, and liquor	\$1000	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	\$1000	IC 7.1-4-4.1-9
	Horse track (IC 7.1-3-17.7)	Beer, wine, and liquor	\$4000	905 IAC 1-39-1
	Horse track satellite facility (IC 7.1-3-17.7)	Beer, wine, and liquor	\$2000	905 IAC 1-39-1
	Development district (IC 7.1-3-20-16.8)	Beer, wine, and liquor	\$1000	IC 7.1-4-4.1-9
	Riverfront (IC 7.1-30-20-16(d))	Beer and wine	\$750	IC 7.1-4-4.1-9
	Lakefront (IC 7.1-3-20-16(j))	Beer, wine, and liquor	\$1000	IC 7.1-4-4.1-9
	Food hall (IC 7.1-3-20-29 to 30)	Food hall master permit beer, wine, and liquor	\$5000 annual renewal fee	IC 7.1-4-4.1-20
		Food hall vendor beer – less than 1000 square feet	\$1000 annual renewal fee	IC 7.1-4-4.1-21
		Food hall vendor beer and wine – less than 1000 square feet	\$1000 annual renewal fee	IC 7.1-4-4.1-21
		Food hall vendor beer, wine, and liquor – less than 1000 square feet	\$1000 annual renewal fee	IC 7.1-4-4.1-21
		Food hall vendor beer – 1000 to 2500 square feet	\$1000 annual renewal fee	IC 7.1-4-4.1-21
		Food hall vendor beer and wine – 1000 to 2500 square feet	\$1000 annual renewal fee	IC 7.1-4-4.1-21
		Food hall vendor beer, wine, and liquor – 1000 to 2500 square feet	\$1000 annual renewal fee	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	\$1000	IC 7.1-4-4.1-9