

Liquor License Renewal Application Checklist

- Complete State Renewal Application DR8400 [Colorado Department of Revenue's website](#)
- Certificate of Good Standing for Corporation or LLC www.sos.state.co.us
- Proof of possession of the premises (deed, lease, etc.) and Assessor's Parcel Number_____
- DR 4679 Affidavit Restrictions on Public Benefits if an individual/partnership (bring id with you to appointment) [Colorado Department of Revenue's website](#)
- If submitting 44 days prior to expiration date or less, please include a statement explaining why you missed the 45-day deadline for renewal. *Once the license is expired a \$500.00 late fee is applied for State and Local*
- Background Check Information Sheet for each Owner and each Operating Manager
- Appointment to bring in documentation:
Email Joan Armstrong at armstrong@pueblocounty.us or call 719-583-6105

FEES

State Fees: Check or Money Order made to Colorado Department of Revenue
See the Colorado Liquor Enforcement Fee Schedule for rates specific to license type.

Local Fees: Cash*, Cashier's Check, or Money Order made to Pueblo County Planning & Development
Renewal License Fee- \$100.00
License Type: _____ Fee: _____
See the Colorado Liquor Enforcement Fee Schedule for rates specific to license type.
Cabaret License- \$25.00
Late Fee- \$500.00

Other Fees: \$6.85 Cash*, Cashier's Check, or Money Order made to Pueblo County Planning & Development for each background check on Owner and Operating Manager.

Applicant's Contact Information:

Local Fees:

Name: _____

Renewal Fee: \$100.00

E-Mail: _____

License Type Fee: \$_____

Phone: _____

Background Fee: \$ _____

Cabaret Fee: \$ _____

*Cash must be the exact amount

Late Fee: \$ _____

7-18-17

Total Local Fee's Due: \$ _____