

Company Name:

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 Tawnya Stringer at stringer@pueblocounty.us or call 719-583-6100

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: **Cashier's Check, or Money Order** made to Pueblo County Planning & Development

Renewal License Fee- \$100.00

License Type: _____

Fee: _____ (Per Colorado Liquor Enforcement Fee Schedule)

Cabaret License- \$25.00

Late Fee- \$500.00

Other Fees: \$5.00 Background check for each person.

Can be included in local fee payment

****NO PERSONAL OR BUSINESS CHECKS WILL BE ACCEPTED**

Applicant's Contact Information:

Name: _____

E-Mail: _____

Phone: _____

Renewal Fee: \$ _____

License Type Fee: \$ _____

Background Fee: \$ _____

Cabaret Fee: \$ _____

Late Fee: \$ _____

Total Local Fee's: \$ _____