

## CHAPTER II - PERMIT APPLICATION, RENEWAL AND SALE OF ESTABLISHMENT

### 1. Application Process – General Information

- a) A permittee who wants to apply for a permit for an establishment or to change the class of permit for the existing establishment should consult this Manual to obtain information about the particular class of permit requested. *For more information about the different classes of permits, see the following: Chapter III – Restaurant Permit; Chapter IV – Tavern Permit; Chapter V – Special Use Permit; Chapter VI – Manufacturer Permit; Chapter VII – U-Brew/U-Vin Operation Permit; Chapter VIII – Direct to Consumer Delivery Permit; Chapter IX – Retail Store Permit.*
- b) To initiate an application for a permit, contact the Licensing Branch. *For a list of contact persons, telephone numbers, and addresses, see the Appendix of this Manual.* Please be prepared to provide the following information:
  - i) The type of operation for the proposed establishment;
  - ii) The location of the proposed establishment;
  - iii) Whether the establishment is currently operating under a liquor permit, and if so, whether the same type of operation is to be continued; and
  - iv) The name of the applicant (e.g. corporate name if permit is to be issued to a corporation, partnership name if issued to a partnership, etc.).
- c) The following supporting documents will be required to be submitted with a permit application (certain permit types may be exempt from some requirements. *For more information about the different classes of permits, see the following: Chapter III – Restaurant Permit; Chapter IV – Tavern Permit; Chapter V – Special Use Permit; Chapter VI – Manufacturer Permit; Chapter VII – U-Brew/U-Vin Operation Permit; Chapter VIII – Direct to Consumer Delivery Permit; Chapter IX – Retail Store Permit.*)
  - i) Document showing proof of the applicant's right to occupy the premises where the proposed establishment is to be located (e.g. lease, sale agreement, certificate of title, etc.);
  - ii) Consent to Obtain and Release Information and Criminal History forms for all directors, officers, owners, or shareholders with 20% or more of voting, non-voting, or combined shares in the permitted company (not required if company is traded on a public exchange);
  - iii) Consent to Obtain and Release Information and criminal history forms for all directors, officers, owners, or shareholders with 20% or more of voting, non-voting,

or combined shares in a company that holds 20% or more voting, non-voting, or combined shares in the permitted company (not required if either company is traded on a public exchange);

- iv) Corporate information form (if applicable);
  - v) Floor plan showing layout and dimensions of proposed establishment (if premises have not previously been permitted, or if changes are being made to the layout of the existing permitted premises);
  - vi) Proposed food menu (for restaurants, special use sports facilities seeking an off-season endorsement, and for taverns seeking a dining endorsement);
  - vii) Vehicle registration(s) and Operating Authority Certificate(s) issued by the Highway Traffic Board (for special use limousine and tour bus applications );
  - viii) Certificate of Registration issued by Transport Canada (for special use vessel applications); and
  - ix) Public Eating Establishment licence issued by a public health authority (for special use food catering applications).
- d) Licensing Branch reviews an application for a permit and the supporting documents by considering the following:
- i) Compliance with preliminary permit restrictions or pre-conditions;
  - ii) Eligibility and suitability of the applicant or those individuals associated with the applicant;
  - iii) Suitability of the location, construction, equipment, furnishings and/or operation of the proposed establishment;
  - iv) Views (objections) expressed by members of the local community in which the proposed establishment is to be located;
  - v) In the case of Retail Store Permit applications, whether:
    - i. In a community with more than one Retail Store Permit, the permittee would control all available retail store permits in the community; and
    - ii. If the applicant is buying an interest in a retail store permit or was the successful bidder in the open bid process for an opportunity to apply for a retail store permit.
- e) In cases where there has been no permitted premises or retail store in a municipality within the past year, *The Alcohol and Gaming Regulation Act, 1997 (Act)* requires SLGA to advise the municipality upon receiving an application for a new permitted premises. The municipality then has 60 days to notify SLGA that it has passed a bylaw or is referring the bylaw to a vote.

No action is required by the applicant to carry out this process, but SLGA is unable to proceed with the application until it is completed.

- f) The *Act* requires new applicants to advertise in a local newspaper to provide public notice of their intention to open a permitted establishment. Because this advertising must take a specific form, it is strongly recommended that applicants do not attempt to fulfill the advertising requirement until advised by the Licensing Branch that they can proceed.
- i) The advertisement must be in a newspaper published in the municipality in which the proposed outlet is to be situated, or if no newspaper is published in the area, then in a newspaper published in Saskatchewan and circulated in the municipality.
  - ii) The ad must be published once in each week for two successive weeks, and the public have the opportunity to object to the application within two weeks of the last published date.
  - iii) If an objection is received, the Liquor and Gaming Licensing Commission may conduct a hearing in accordance with the *Act*.
  - iv) Once the advertising is completed, the applicant must submit copies of the ads along with a statutory declaration in a form prescribed by SLGA.
- g) The *Act* also requires new applicants and existing permit holders seeking a tavern endorsement on a restaurant permit to advertise in a local newspaper to provide public notice of their intention to operate as a tavern after 8 p.m. The process for this advertisement is the same as that outlined in subsection (f) above, and can be conducted at the same time.
- h) In cases where a proposed restaurant, tavern, or special use premises has not held a liquor permit in that location for at least 60 consecutive days, *The Alcohol Control Regulations, 2016 (Regulations)* require an applicant to post a notice of the application on the proposed premises (known as on-site posting). Because this notice must take a specific form, it is strongly recommended that applicants do not attempt to fulfill the notice requirement until advised by the Licensing Branch that they can proceed.
- i) The notice must be posted in a conspicuous place on the proposed premises for two consecutive weeks.
  - ii) The notice must:
    - identify the type of permit applied for;
    - specify the date on which the notice was first posted; and
    - specify that any objection to the permit must be submitted in writing to SLGA within two weeks of the date the notice was first posted.
  - iii) If an objection is received, the Liquor and Gaming Licensing Commission may conduct a hearing in accordance with Section 34 of the *Act*.

- iv) Once the notice period is ended, the applicant must submit a statutory declaration in a form prescribed by SLGA.
- i) SLGA obtains updated criminal history information from the Canadian Police Information Centre for all owners and significant shareholders at regular intervals. However, permittees are required to report to SLGA all changes to criminal history information that take place during the term of a permit.
- j) A permittee who wants a permit endorsement to sell beverage alcohol under specific circumstances (e.g. patio, etc.) should consult this Manual to obtain information about the particular endorsement requested. *For more information about the different endorsements, see Chapter X – Permit Endorsements.*
  - i) To apply for a permit endorsement, contact the Licensing Branch. *For a list of contact persons, telephone numbers, and addresses, see the Appendix of this Manual.*
  - ii) A permittee who wants a minors endorsement to allow minors in an establishment should consult this Manual to obtain information about minors endorsements. *For more information, see the Minors section in the Chapter pertaining to your permit type: Chapter III – Restaurant Permit; Chapter IV – Tavern Permit; Chapter V – Special Use Permit; Chapter VI – Manufacturer Permit; Chapter VII – U-Brew/U-Vin Operation Permit.*

## **2. Change of Ownership (Sale or Lease), Relocation of Existing Establishment, Transfer of Permit**

### **a) General**

As a general rule, a permit cannot be transferred to any person or to any other premises. An application for a new permit is required where there is:

- i) a change of ownership for an existing establishment;
- ii) a relocation of an existing establishment; or
- iii) a requested change of the class of permit for an existing establishment.

### **b) Change of Ownership – Commercial Liquor Permits**

- i) A purchaser or tenant of an existing commercial liquor permitted establishment, such as a tavern or restaurant, must be granted a new permit before providing beverage alcohol sales or service in the establishment. The parties should provide sufficient time in the transaction to allow the purchaser or tenant to obtain a new permit before taking over the establishment's operation.
- ii) No floor plans are required unless the applicant proposes to change the layout of the establishment.

- iii) If a permittee is a business corporation or any other form of organization (e.g. partnership, non-profit corporation, etc.), any proposed changes to its executive management (e.g. officers, directors, etc.) or ownership/membership (partners, shareholders, etc.) must be reported immediately to the Licensing Branch. In most cases, the proposed changes will require an evaluation of an individual's character for the purpose of *The Alcohol and Gaming Regulation Act, 1997*.

If this procedure is not followed, the permittee risks delays in having their permit renewed. SLGA may refuse renewal until it completes an evaluation of the individual's character. *To contact the Licensing Branch about this issue, see a list of contact persons, telephone numbers, and addresses in the Appendix of this Manual.*

c) Change of Ownership – Retail Store Permit

- i) An owner of a retail store can sell the interest in the retail store permit associated with their retail store to a new owner. The purchaser must apply for a new permit.
- ii) On or before October 8, 2018, if the interest in a retail store permit associated with an Integrated or Transitional Retail Store was sold the purchaser was required to purchase the entire business to which the retail store permit was attached. The purchaser of a permit associated with a Transitional Retail Store was required to make changes to the premises to be in compliance with the Stand-alone Retail Store requirements.
- iii) After October 8, 2018, the interest in a retail store permit may be sold with or without any associated permits or businesses. The purchaser of the interest in a retail store permit may apply for a retail store permit to continue operating in the same location or in a new location in the same municipality.
- iv) Purchasing the interest in a retail store permit does not automatically qualify the purchaser to be issued a retail store permit. SLGA reserves the right to deny an application for a retail store permit to any purchaser who does not qualify for permitting under *The Alcohol and Gaming Regulation Act, 1997* and *The Alcohol Control Regulations, 2016*.
- v) SLGA will issue a retail store permit to the purchaser if they:
- Apply for and qualify for a retail store permit; and
  - Establish a retail store in compliance with SLGA's facility standards for a retail store permit.
- vi) In communities with a population greater than 5,000, before a permit will be issued a retail store must be established in compliance with the Stand-Alone Retail store requirements. This includes the purchase of the interest of a retail store permit associated with a Transitional Retail store.
- vii) In communities with a population of less than 5,000, before a permit associated with an Integrated Retail Store is issued, the purchaser must establish a retail store in compliance with the Integrated Retail Store requirements.

*See Chapter IX – Retail Store Permits for more information about retail store facility requirements for Stand-alone, Integrated, and Transitional Retail Stores.*

viii) Before the purchaser can sell its interest in a retail store permit, it must be issued a retail store permit and open and operate a permitted retail store.

d) Relocation of Establishment (Commercial Permits and Retail Store Permits)

i) The permittee must apply for and receive a permit in the new location before providing sales or service of beverage alcohol in that location. SLGA will inspect the premises as part of the application process, so the permittee should allow sufficient time for this to take place before the new location can operate.

ii) All retail store permits must remain in the municipality for which they were originally issued.

iii) Under *The Alcohol Control Regulations, 2016*, retail store permittees were not allowed to relocate a Stand-alone Retail Store until after October 8, 2018.

iv) On or before October 8, 2018:

- Integrated Retail Stores could only be relocated in conjunction with the parent business.
- Transitional Retail Stores could only be relocated with the parent business in compliance with the Stand-alone Retail Store requirements.

v) After October 8, 2018, retail stores may be relocated within the municipality in which they are operating, with or without any associated permits or businesses.

- If relocated, before a permit associated with an Integrated Retail Store is issued the store must be established in compliance with the Integrated Retail Store requirements.
- If relocated, before a permit associated with a Transitional Retail Store is issued the store must be established in compliance with the Stand-alone Retail Store requirements.

*See Chapter IX – Retail Store Permits for more information about retail store facility standards for Stand-alone, Integrated, and Transitional Retail Stores.*

e) Transfer May Be Allowed

SLGA may authorize the transfer of a permit for a transfer fee of \$50.00 in any of the following circumstances:

i) If a partner withdraws from a partnership that was a permittee and the remaining partners apply for a transfer of the permit;

- ii) If the permittee is a sole proprietor who establishes a corporation in which he or she is the sole officer, director and shareholder and applies to SLGA for a transfer of the permit to the corporation;
- iii) If the permittee is composed of persons in a partnership who establish a corporation in which some or all of them are the sole officers, directors and shareholders and they apply to SLGA for a transfer of the permit to the corporation;
- iv) If the permittee is a corporation, the officers, directors and shareholders of which establish a new corporation in which some or all of them are the sole officers, directors and shareholders and they apply to SLGA for a transfer of the permit to the new corporation;
  - In a case where the new corporation has shareholders that were not involved in the original permitted corporation, SLGA may consider a transfer only if less than 20% of the shares of the new corporation are held by the new shareholder(s).
- v) If the permittee is a corporation, the sole officer, director and shareholder of which becomes a sole proprietor and applies to SLGA for a transfer of the permit from the corporation;
- vi) If the permittee is a corporation, some or all of the officers, directors and shareholders of which form a partnership and apply to SLGA for a transfer of the permit to the partnership;
- vii) If a trustee in bankruptcy or a court-appointed receiver acquires the business of a permittee as trustee in bankruptcy or as court appointed receiver and in that capacity applies to SLGA for a transfer of the permit from the permittee;
- viii) If a mortgagee, franchisor or lessor takes lawful possession of the permitted premises and applies to SLGA for a transfer of the permit from the mortgagor, franchisee or lessee, as the case may be.

Appropriate legal documentation will be required in all cases before a permit will be transferred. In cases involving a change in ownership structure, this documentation may include a sale of shares agreement in addition to the updated corporate information form.

f) Transfer Not Allowed

SLGA shall not grant a transfer of a permit if at the time of the application SLGA is of the opinion that it would not issue a permit to the applicant were they applying for a permit at that time or if:

- i) SLGA proposes to suspend or cancel the permit or any existing reviewable endorsement to the permit, unless the suspension is overturned by the Liquor and Gaming Licensing Commission or served by the existing permittee.

- ii) SLGA imposes new terms and conditions on the permit or any reviewable existing endorsement.
  - iii) SLGA assesses a penalty against the existing permittee pursuant to Section 39.1 of the *Act*.
  - iv) The good character requirement had not been met; and
  - v) The permit was surrendered or is no longer in effect.
- g) Death of Permittee

On the death of a permittee who is an individual (sole proprietor), a permit continues in force until it expires. The rights and responsibilities associated with the permit must be exercised only by the trustee, executor, or administrator of the estate of the deceased permittee, or a manager of the establishment approved by SLGA.

### 3. Permit Renewal

- a) A permit expires on the date specified on it as the expiry date. A permittee who has not renewed the permit on or before its expiry date is prohibited from selling beverage alcohol. It is an offence to sell or serve beverage alcohol in an establishment without a valid permit.
- b) The Licensing Branch sends an application or notice for permit renewal approximately 30 days before the permit's expiry date. A permittee should immediately contact the Licensing Branch if the notification for permit renewal is not received. *For a list of contact persons, telephone numbers, and addresses, see the Appendix of this Manual.*
- c) The Licensing Branch must receive a completed renewal application and the appropriate fees before it may consider and, if appropriate, renew the permit. Applications must be submitted well in advance to allow time for processing.
- d) SLGA may refuse to renew a permit for several reasons, including the following:
  - i) SLGA has evidence that the permittee is not of good character.
  - ii) The character of the permittee's employees and/or associates is in question.
  - iii) The character of any person who is a shareholder, partner, officer or director of the permittee is in question.
  - iv) The permittee has failed to comply with the rules governing the establishment, and the establishment's compliance history is poor.
  - v) The permittee has changed the layout of the establishment without SLGA's approval.
  - vi) The permittee is bound by an agreement to sell a particular kind or brand of beverage alcohol.



- vii) The permittee unduly discourages the sale or consumption of other manufacturers' beverage alcohol products as a result of:
    - a manufacturer's interest or involvement in the property or operation of the establishment; or
    - a manufacturer's financial assistance to the applicant.
  - viii) The form of organization previously holding the permit has changed (e.g. sole proprietor becomes business corporation, etc.).
  - ix) The permittee is an organization (e.g. partnership, business or non-profit corporation, etc.) and it has changed its executive management (e.g. officers, directors, etc.) or ownership/membership (partners, shareholders, etc.) without prior notification to the Licensing Branch. The changes require an evaluation of an individual's character for the purpose of *The Alcohol and Gaming Regulation Act, 1997*.
- e) If SLGA refuses to renew a permit, the permittee may within fifteen (15) days after receiving notice of SLGA's decision request a review of this decision by the Liquor and Gaming Licensing Commission. The Commission is a body created by law which functions independently from SLGA. On a request for review, the Commission will hold a hearing concerning SLGA's refusal to renew a permit. If an oral hearing is held, SLGA, the permittee, the lawyers for the parties, and the public may be present and generally, a hearing resembles a court proceeding. Based on the evidence at the hearing and any written submissions, the Commission makes its ruling and communicates it to all parties. The Commission will either grant or deny the renewal of the permit.

#### **4. Changes to the Layout of an Existing Establishment**

- a) A permittee who wants to change the layout of any area of a permitted establishment should consult this Manual to obtain information about the approval procedure for renovations or structural changes. *For more information about this issue, see the Section regarding Facility Standards – Changes to Layout in the Chapter pertaining to your permit type: Chapter III – Restaurant Permit; Chapter IV – Tavern Permit; Chapter V – Special Use Permit; Chapter VII – U-Vin/U-Brew Operation Permit; Chapter IX – Retail Store Permit.*
- b) *Any changes to the layout of an existing retail store must comply with subsection 2 – Facility Standards of Chapter IX – Retail Store Permit for more information.*
- c) To initiate the approval for changes to layout, contact the Licensing Branch. *For a list of contact persons, telephone numbers, and addresses, see the Appendix of this Manual.*

#### **5. Rebuilding Damaged or Destroyed Premises**

- a) Commercial Liquor Permit (excluding Retail Store Permit)
  - i) If a commercial liquor permitted establishment, such as a restaurant or a tavern, is damaged or destroyed the permittee may remain eligible for the commercial permit and be allowed to relocate to a temporary premises repaired, rebuilt, or relocated in the same

municipality that does not comply with SLGA's facility standards for a commercial permit.

- ii) A temporary premises may be permitted for up to 18 months from the date the damage occurred to allow the permittee time to relocate to a suitable permanent premises in a new location or to rebuild the establishment, which complies with SLGA's facility standards. If the permittee is not in legal possession of a permanent premises within 18 months the permit may be cancelled or not renewed.
- iii) SLGA may extend the 18 month period at its discretion, where circumstances reasonably outside of the permittee's control exist. A request for extension must be submitted in writing to SLGA's Liquor Licensing & Inspections Branch, 60 days in advance of the 18 month period expiring, outlining the reason for the extension.

b) Retail Store Permit

- i) If the premises associated with a retail store is damaged or destroyed, the permittee will remain eligible for the retail store permit and be allowed to relocate the retail store to a temporary premises in the same municipality that does not comply with SLGA's facility standards for a retail store.
- ii) A temporary premises may be permitted for up to 18 months from the date the damage occurred to allow the permittee time to relocate to a suitable permanent premises in a new location or to rebuild the premises, which complies with SLGA's facility standards.
- iii) The permittee must be in legal possession of a permanent location within 18 months or the permit may be cancelled or not renewed and SLGA may reallocate the retail store permit through an open bid process.
- iv) SLGA may extend the 18 month period at its discretion, where circumstances reasonably outside of the permittee's control exists. A request for extension must be submitted in writing to SLGA's Liquor Licensing & Inspections Branch, 60 days in advance of the 18 month period expiring, outlining the reason for the extension.
- v) The permittee may sell the interest in the retail store permit associated with their retail store that was damaged or destroyed without rebuilding. SLGA may reallocate the permit through the open bid process, if within 18 months from the date the damage occurred, the purchaser does not:
  - Apply for and qualify for a retail store permit; or
  - Establish a permanent operational retail store in compliance with SLGA's facility standards for a retail store.

c) Wine and Approved Beer Off-Sale Endorsement

This endorsement cannot be transferred to any other operator through change of ownership and in the event the premises is damaged or destroyed, the endorsement will no longer be available if the original restaurant permittee does not re-open the establishment within 18 months.

d) Daily Family Dining Endorsement

When a tavern with a Daily Family Dining endorsement closes because it is damaged or destroyed, and a permitted restaurant is located in the same municipality, the permittee will remain eligible for the Daily Family Dining endorsement for up to 18 months from the date that the damage occurred, subject to the following conditions:

- If the original permittee chooses not to repair, rebuild, or relocate the establishment, and the premises are sold or leased to another potential permittee with the intent to repair or rebuild a tavern in the original location, the Daily Family Dining endorsement will be available to the new applicant for up to 18 months from the date the damage occurred; and
- If, after 18 months, the destroyed or damaged premises have not been repaired, rebuilt or relocated in a suitable permanent location, the Daily Family Dining endorsement will not be available until such time as there is no permitted restaurant in the municipality.
- SLGA may extend this 18 month period at its discretion, where circumstances reasonably outside of the permittee's control exist. A request for extension must be submitted in writing to SLGA's Liquor Licensing & Inspections Branch, 60 days in advance of the 18 month period expiring, outlining the reason for the extension.

*For more information about the Daily Family Dining endorsement, see Chapter IV, Section 6(e).*

**6. Closed Premises**

a) Retail Store Permit

- i) When a retail store closes its operations, for any reason other than being destroyed or damaged, the permittee will remain eligible for the permit in that premises for up to 90 days from the date of closure. If the store remains closed after 90 days, SLGA may reallocate the permit through the open bid process.
- ii) If the permittee advises SLGA in writing that they give up any claim to the retail store permit, the opportunity for the retail store permit will immediately become eligible for allocation through the open bid process.
- iii) If the interest in the retail store permit is sold, the purchaser must give notice to SLGA of the agreement for sale within 90 days of closure.
- iv) The purchaser of the interest in the retail store permit has 18 months from the date of closure to meet all requirements for issuance of a retail store permit, as outlined in subsection 2(c) – Change of Ownership – Retail Store Permit.
- v) SLGA may extend the 18 month period at its discretion if there are circumstances reasonably outside the purchaser's control. A request for extension must be submitted in

writing to SLGA's Liquor Licensing & Inspections Branch, 60 days in advance of the 18 month period expiring, outlining the reason for the extension.

- vi) SLGA may reallocate the permit through the open bid process if:
  - SLGA is not notified of the agreement of sale within 90 days of closure; or
  - If the purchaser does not meet all the requirements to be issued a retail store permit within 18 months from the date of closure.
  
- b) Wine and Approved Beer Off-sale
  - i) When a restaurant with a wine and approved beer off-sale endorsement closes its operations, for any reason other than being destroyed or damaged, the permittee will remain eligible for the endorsement in that establishment for up to 90 days from the date of closure. SLGA may extend this 90 day period at its discretion.
  - ii) This endorsement cannot be transferred to any other operator through change of ownership and will no longer be available if the restaurant permittee does not re-open the establishment within 90 days.
  
- c) Daily Family Dining Endorsements
  - i) When a tavern with a Daily Family Dining endorsement closes its operations, for any reason other than being destroyed or damaged, and a restaurant is located in the same municipality, the permittee will remain eligible for the Daily Family Dining endorsement for up to 90 days from the date of closure. SLGA may extend the 90 day period at its discretion.
  - ii) Continued eligibility for the endorsement is subject to the following conditions:
    - If the premises are sold or leased to another individual, partnership, or corporation, the Daily Family Dining endorsement will be available to the purchaser for up to 90 days from the date of closure; and
    - If, after 90 days, the premises have not been re-opened by the original permittee or a new applicant, the Daily Family Dining endorsement will not be available until such time as there is no permitted restaurant in the municipality.

*For more information about the Daily Family Dining endorsement, see Chapter IV, Section 6(e).*

## **7. Application, Permit and Renewal Fees**

- a) For most permit types, an applicant must pay a non-refundable permit application fee of \$200. The application fee for Direct to Consumer Delivery and Retail Store permits is \$500. The application fee does not apply to a renewal of a permit.

- b) The applicant must also pay a permit fee before the granting of a permit and subsequently, at the time of its renewal (note that the permit is typically issued for three years, but the fee may be paid in annual installments if desired). The following table outlines the applicable permit and renewal fees.
- c) Permit and Renewal Fees (per year):

[https://www.slga.com/~/link.aspx?\\_id=3D3E9863742A444C9BF4D08B9CEBB9F9&\\_z=z](https://www.slga.com/~/link.aspx?_id=3D3E9863742A444C9BF4D08B9CEBB9F9&_z=z)

## 8. References

The information in this Chapter is a summary of the policies, standard terms and conditions imposed on a permit, and the key provisions of *The Alcohol and Gaming Regulation Act, 1997* and *The Alcohol Control Regulations, 2016*. For convenience, this section identifies the key provisions of *The Alcohol and Gaming Regulation Act, 1997*, and *The Alcohol Control Regulations, 2016* for the corresponding topics in this Chapter.

### Application Process – Restrictions on Permit Applications

- *The Alcohol and Gaming Regulation Act, 1997* – Section 136.
- *The Alcohol Control Regulations, 2016* – Section 62.

### Application Process for Premises with No Prior Permit

- *The Alcohol and Gaming Regulation Act, 1997* – Sections 47, 49, 56, 57, 58, 59, 59.1, 60, 61, 62, 136.
- *The Alcohol Control Regulations, 2016* – Sections 4, 60, 77, 78, 79.

### Change of Ownership (Sale/Purchase) or Relocation of an Existing Establishment

- *The Alcohol and Gaming Regulation Act, 1997* – Sections 42, 47, 57, 59, 59.1, 60, 61, 62, 64, 68, 69, 136.
- *The Alcohol Control Regulations, 2016* – Sections 4, 8, 11.

### Permit Renewal

- *The Alcohol and Gaming Regulation Act, 1997* – Sections 19(1)(a), 47, 54, 136, 137, 138(1).
- *The Alcohol Control Regulations, 2016* – Sections 4, 64.

### Structural Changes and Renovations to an Existing Establishment

- *The Alcohol and Gaming Regulation Act, 1997* – Sections 44(c), 56(1), 70.

### Application, Permit, and Renewal Fees

- *The Alcohol and Gaming Regulation Act, 1997* – Section 41.
- *The Alcohol Control Regulations, 2016* – Section 63, 68.