



## **Brewery Licences – Guidelines and Application**

A Brewery licence may be issued to a person or company licensed under the laws of Canada to produce beer.

If you are interested in establishing a Brewery in Newfoundland and Labrador please use the following as a **guideline** of the requirements. Please note: other agencies or departments may require information further to that which is listed below.

<b>Guidelines / Requirements</b>	✓
<b>Newfoundland Labrador Liquor Corporation (NLC) Licence Requirements</b>	
<ul style="list-style-type: none"><li>• Completed application for a brewery licence (see attached) Please note if you intend to include a 'tap room' on your premises, you will require a <b>Lounge Licence</b> (separate application).</li></ul>	
<ul style="list-style-type: none"><li>• Completed Personal Data Sheets (enclosed) for all shareholders or directors</li></ul>	
<ul style="list-style-type: none"><li>• Current Certificate of Conduct for all Directors</li></ul>	
<ul style="list-style-type: none"><li>• Written Municipal approval</li></ul>	
<ul style="list-style-type: none"><li>• Written approval from the Provincial Fire Commissioner's Office</li></ul>	
<ul style="list-style-type: none"><li>• One set of floor plans, drawn to scale on paper no larger than 8.5" x 14", outlining the proposed licensed area, including dimensions of clearly identified rooms (including storage)</li></ul>	
<ul style="list-style-type: none"><li>• A current signed copy of a lease or purchase agreement</li></ul>	
<ul style="list-style-type: none"><li>• If incorporated, please provide Notice of Directors form, The Corporations Act (Form 6)</li></ul>	
<ul style="list-style-type: none"><li>• Written approval from the Canada Revenue Agency (see CRA section below)</li></ul>	
<ul style="list-style-type: none"><li>• Verification of Food Establishment Licence (see Government Modernization and Service Delivery section below)</li></ul>	
<ul style="list-style-type: none"><li>• Written approval from Buildings Accessibility and Fire &amp; Life Safety (see Government Modernization and Service Delivery section below)</li></ul>	
<ul style="list-style-type: none"><li>• Once all information is collected, a pre-licensing inspection will be conducted</li></ul>	
<b>NLC Product Approvals and Reporting</b> <ul style="list-style-type: none"><li>• As you move through the process, it is important for you to consult with NLC's Merchandising Department, which is responsible for the products approved and sold by breweries. For more information on NLC's listing process, please contact the Category Manager (Beer), Nicole Gibbons, at (709) 724-1251 or <a href="mailto:nicole.gibbons@nliquor.com">nicole.gibbons@nliquor.com</a>.</li><li>• Product pricing is based on NLC's pricing policy. A fixed and variable markup component is applied to your cost which is the NLC markup. If approved, you may be eligible for a microbrewery discount as per the policy. For more information on pricing, please contact Igor Volobuiev at (709) 724-1187 or <a href="mailto:igor.volobuiev@nliquor.com">igor.volobuiev@nliquor.com</a>.</li><li>• Brewery Licensees will be required to file a monthly commission report to the NLC which tracks your inventory, production and sales and will detail the amount of commission due to the NLC. Commission due to NLC must be paid monthly in accordance with policy. Licensed breweries are also subject to audits by the NLC.</li></ul>	

Other Agency Requirements – Brewery Licence	
<p><b>Canada Revenue Agency (CRA)</b></p> <p>CRA issues the licence to produce alcohol in Canada and will assist with any production questions you may have. For more information, please call 1-888-327-7999.</p>	
<p><b>Government Modernization and Service Delivery</b></p> <p>To operate a brewery, a Food Establishment Licence is required. Digital Government and Service NL conducts health inspections at all food establishments in the province, including breweries. For more information, please call (709) 729-2104.</p> <p>The proposed brewery will also need approvals for Building Accessibility and Fire and Life Safety. For more information, please call (709) 729-1038.</p>	
<p><b>Environment and Climate Change</b></p> <p>An environmental assessment may be required. For further information, please visit <a href="https://www.gov.nl.ca/ecc/env-assessment/">https://www.gov.nl.ca/ecc/env-assessment/</a></p>	
<p><b>Canadian Food Inspection Agency (CFIA)</b></p> <p>To discuss labeling requirements under the Food and Drugs Act, please contact CFIA at (709) 772-4424.</p>	
<p><b>Business Permit and Licence Information: BizPaL</b></p> <p>As indicated before, depending on the characteristics of your business operation, you may need additional approvals from various authorities. BizPaL is an online service involving a partnership with all levels of government (federal, provincial/territorial and municipal). This service provides entrepreneurs with a customized, integrated list of permits, licences, and other permission-based requirements (registrations, certificates) required to start or grow a business.</p> <p>Please visit <a href="http://www.bizpal.gov.nl.ca/?b=10">http://www.bizpal.gov.nl.ca/?b=10</a> for more information or call (709) 729-2104.</p>	



## APPLICATION FOR BREWERY LICENCE

**\*Please note:**

**An application fee of \$200 must accompany this application.**

**All licences are subject to an Annual Licensing Fee. For more details, please see the Licence Fee Schedule.**

Application is hereby made for a licence to manufacture, keep for sale and sell beer to the Newfoundland Labrador Liquor Corporation (NLC), to a person licensed by the NLC to sell beer, or, on the order of the NLC to a person named in that order at the address stated in the order.

**1. Applicant Information:**

Name: \_\_\_\_\_ Position / title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**2. (a) Business name of establishment:**

\_\_\_\_\_

**(b) Physical Address of Establishment (please complete ALL FIELDS)**

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**(c) Mailing Address of Establishment (if different from above)**

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_



3. Is applicant sole owner?  Yes  No

(a) If not sole owner, give particulars of agreements with any other party or parties

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(b) If a partnership, state separately each partner's investment and proportion of profit distribution:

Name	Investment	% Profit-sharing ratio
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(c) If a corporation, give:

Name

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Date of Incorporation

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Public or Private Company

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Provincial or Federal Charter

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Officers and Directors (If more than four, please provide separate list)

Name	Mailing Address (including Postal Code)
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4. Supervisors of Production and Quality Control:

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5. CRA Excise Duty Licence Number:

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6. Estimated Annual Total Production – Hectoliters:

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**Completed applications may be submitted via email, fax or mail:**

**Email:** [corporateservices@nliquor.com](mailto:corporateservices@nliquor.com)

**Fax:** 709-753-8625

**Newfoundland Labrador Liquor Corporation**

**P.O. Box 8750, STN. A**

**St. John's, NL A1B 3V1**



## PERSONAL DATA SHEET

Name of Establishment for which this report is submitted
_____
Location
_____

Surname	Given Name(s)
_____	_____
Address	
_____	
Phone Number	Email Address
_____	_____
Date of Birth	Place of Birth
_____	_____
Place of Residence during past ten years	
_____	
_____	
_____	

Are you a police officer, inspector, law enforcement officer, NLC employee or Board member of NLC?
<input type="checkbox"/> YES <input type="checkbox"/> NO

Have there been any findings of guilt against you of an offense in Canada or the United States?
<input type="checkbox"/> YES <input type="checkbox"/> NO      If yes, please attach a certified copy of your criminal record.

The Royal Canadian Mounted Police, the Royal Newfoundland Constabulary or any other law enforcement agency is hereby authorized to supply the Newfoundland Labrador Liquor Corporation with any information which the Board considers pertinent to my application for a licence.	
_____	_____
Date	Signature of Applicant