

Approval to Alter or Renovate Licensed Premises

If you are interested in altering or renovating your licensed premises, 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.*

Guidelines / Requirements	✓	
Newfoundland Labrador Liquor Corporation (NLC) Requirements		
Completed application for Approval to Alter or Renovate Licensed Premises (see attached)		
Written Municipal approval		
Written approval from the Provincial Fire Commissioner's Office		
 One set of floor plans (drawn to scale on paper no larger than 8.5" x 14") outlining the proposed licensed area and including dimensions of clearly identified rooms 		
 Written approval from Buildings Accessibility and Fire & Life Safety (if applicable) (see Service NL section below) 		
Once all information is collected, an inspection may be conducted prior to a final decision on your application		
Other Agency Requirements		
Service NL		
The proposed changes may need approvals from Buildings Accessibility and Fire and Life Safety. For more information, please visit www.servicenl.gov.nl.ca/licenses/building/index.html or call (709) 729-1038.		



APPLICATION FOR APPROVAL TO ALTER OR RENOVATE LICENSED PREMISES

*Please note that a \$100.00 Application Fee is required

1.	1. Name of Licensee:			
	License #:			
	Street Address:			
	City/Town/Community:	Postal Code:		
2.	Purpose of alterations or renovations			
 One set of floor plans, drawn to scale on paper no larger than 8.5" x 14", outlining the proposed licensed area and including dimensions of clearly identified rooms, must accompany the application. 				
	Signature of Applicant	Date		
Fee Payment:				
Cheque or Money Order: please make payable to Newfoundland Labrador Liquor Corporation				
Credit Card: please pay online at https://nlliquor.formstack.com/forms/license_payments				
Please send completed application to: NEWFOUNDLAND LABRADOR LIQUOR CORPORATION P.O. Box 8750, Stn. A St. John's, NL A1B 3V1 Attention: Regulatory Services				

Telephone: (709) 724-1159Fax: (709) 753-8625Email: corporateservices@nlliquor.com

PRIVACY NOTICE The above information is collected under the authority of section 61(c) of the Access to Information and Protection of Privacy (ATIPP) Act, 2015. The information is collected for the purpose of administration and determining eligibility for the issuance of a license. Personal information collected by NLC is protected under the ATIPP Act. If you have any questions about the collection or use of this information, please contact NLC's ATIPP Coordinator at (709) 724-1159.