



**STATE OF MAINE**  
**DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES**  
**BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS**  
**DIVISION OF LIQUOR LICENSING AND ENFORCEMENT**

**Application for the Relocation  
of an Agency Liquor Store**

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	

**Part I: Licensee Information**

1. Name of Agency Liquor Store: \_\_\_\_\_
2. License Number: \_\_\_\_\_
3. Municipality in which agency liquor store is located: \_\_\_\_\_
4. Current Physical Location: \_\_\_\_\_  
\_\_\_\_\_
5. Relocating to within the municipality: \_\_\_\_\_  
\_\_\_\_\_
6. Proposed Relocation Effective Date: \_\_\_\_\_
7. Name of Contact Person: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email address: \_\_\_\_\_

**Part II: Signature(s); Fees**

By signing this application, the licensee understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine’s Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both. Please sign and date in blue ink

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Licensee or Duly Authorized Person

\_\_\_\_\_  
Signature of Licensee or Duly Authorized Person

\_\_\_\_\_  
Printed Name of Licensee or Duly Authorized Person

\_\_\_\_\_  
Printed Name of Licensee or Duly Authorized Person

**Please note: An incomplete application may affect the renewal of your Class VIII license.**

- Your completed application must be accompanied by the fee of \$200.00.
- Please make your check payable to the Treasurer, State of Maine
- Please return your completed application and application fee to:

Mailing address:

Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
8 State House Station  
Augusta, ME 04333-0008

Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
10 Water Street  
Hallowell, ME 04347

- For questions on this renewal application, please contact the Division at (207) 624-7220 or by email at [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov).

**Part III: Certification by Municipality or County Commissioners**

1. Name of Municipality or County: \_\_\_\_\_
2. Name of Agency Liquor Store for Relocation: \_\_\_\_\_
3. The application for relocation for the licensee named in this application has been:  

Approved          Denied

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Municipal or County Official

\_\_\_\_\_  
Title and Print Name

\_\_\_\_\_  
Signature of Municipal or County Official

\_\_\_\_\_  
Title and Printed Name

**Part IV: Required Documentation; Criteria**

Maine liquor law, [Title 28-A, Section 453-D, subsection 1](#) provides the following requirements for an application for relocation to be approved by the Bureau:

- The licensee has held the license and operated as an agency liquor store for no less than one year at the currently licensed location, unless the relocation is directly related to retroactive zoning or unintentional destruction of the property that prevents rebuilding at the current location;
- The proposed location of the agency liquor store meets all applicable criteria for licensure for an agency liquor store; and
- The application includes proof of notification, in the form of a certified mail receipt, that all agency liquor stores in the same municipality as the licensee's proposed relocation site were notified of the proposed relocation.

**Input by agency liquor store in the municipality of the relocation.** The bureau has established a process by which an agency liquor store in the same municipality as the licensee's proposed relocation may declare support of or objections to a proposed relocation. The rules established by the Bureau for this process can be viewed on its website at <https://www.maine.gov/dafs/bablo/liquor-lottery-rules-statutes> – see [Chapter. 4: Rules Governing the Process to Provide Input by Agency Liquor Stores in the same municipality of a Relocation Request](#) under State Liquor Rules. To view information provided by you and other agency liquor stores in your municipality, see the Bureau's website at <https://www.maine.gov/dafs/bablo/liquor-lottery-rules-statutes/agency-liquor-store-relocation>.