Bureau of Alcoholic Beverages

 Division of Liquor Licensing and Enforcement

 8 State House Station

 Augusta, Me 04333-0008

 Telephone Inquiries: (207) 287-4482 or (207) 287-4492

 Fax Inquiries: (207) 287-3434

 Email Inquiries: MaineLiquor@Maine.gov

**NOTICE**

**To avoid any delay in the processing of your application and issuance of your liquor license, please make sure to:**

1. You have completed the application in full.
2. Application is signed by the owner(s), Corporate Officer(s)
3. The license fee is correct and you have made your check payable to

 Treasurer, State of Maine.

1. Applied for and received Retailers Certificate

 Maine Revenue Service (207) 624-9693 Maine.gov/revenue

1. Applied for and received a Federal I.D. Number

 Internal Revenue Service (800) 829-4933 [www.irs.gov](http://www.irs.gov)

1. Applied for and received the Federal Basic Permit Number

Federal Reselling Number (800) 937-8864 [www.ttb.gov](http://www.ttb.gov)

1. All Corporations, Limited Liability Company, Limited Liability Partnership, must complete and submit the Corporate Information Required for Business Entities Who Are Licensees form completely.

If not a publicly traded corporation, stock ownership must add up to 100%.