Off Premise Retailer Disclosure of Lessee on the Premise

I, ______________________________________ d/b/a ________________________________________

(Name) (Premise Name)

in __________________________________, Maine, hereby advise that the Division of a lessee conducting business on my licensed premise and has not been disclosed as an applicant for this license:

Name of Lessee: ______________________ d/b/a ______________________

Type of Business: __________________________ Description of Area Leased: __________________________

Diagram of area must be provided with this form.

It is agreed in accordance with Division rule 3.6 that the lessee will not possess or sell alcoholic beverages and will allow inspection by the Division of Liquor Licensing & Inspection.

Lessee-Signature: __________________________ Date: __________________________

Licensee-Signature: __________________________ Date: __________________________

RULE 3.6: Not withstanding other provisions of law to the contrary, an applicant for off-premise retail sales need not disclose the identity of a sub-lessee occupying a portion of the licensed premises under the following circumstances:

A. The sub-lessee is prohibited, both by Maine law and the applicant, from selling, possessing, transporting otherwise controlling alcoholic beverages on the licensed premises;
B. The sub-lessee is required to allow Division inspection of it’s premises at all reasonable times;
C. The applicant discloses the existence of the sub-lease and identifies the sub-lessee, along with the portion of the licensed premises occupied by the sub-lessee, in its license application; and
D. The applicant acknowledges that it is responsible for the actions of the sub-lessee, it’s employees and agents on the licensed premises in accordance with the applicant’s obligations pursuant to the licensing requirements of Title 28-A and this chapter; and
E. An applicant for license may use neither the inventory nor the assets of the sub-lessee in order to meet the licensing requirements of this chapter.
OFF PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, malt and wine coolers, cold and regular storage areas, display cases and shelves, restrooms, check out register(s) and all areas that you are requesting approval from the Division for your retail liquor license.