

**\*CONTACT INFORMATION SHEET\***

Provide the following information so we have proper contact information and mailing addresses for licensing purposes. Licenses and renewal notices will be mailed to the licensed premise address unless otherwise indicated below.

**Legal/Real Name:** \_\_\_\_\_

**Trade Name:** \_\_\_\_\_

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

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

**Primary Contact Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

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

**RENEWAL NOTICE** mailing address.

Renewal packets are mailed late March of each year and contain all applications and necessary information for license renewal. Applications must be signed by individual applicant or one member of a partnership or one corporate officer or member of an LLC.

Attention (person's name, if any): \_\_\_\_\_

Business name: \_\_\_\_\_

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

City, State & Zip: \_\_\_\_\_

Corporate/Business phone number: \_\_\_\_\_

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License year is July 1 through June 30. License renewals are approved at the June Council meeting each year.

**LICENSE** mailing address:

Licenses are mailed mid-June unless there are compliance holds. We recommend licenses be mailed directly to the licensed premise. If another mailing address is preferred, it is important to know that licenses must be delivered to establishment in time to be posted on July 1<sup>st</sup>.

Attention (person's name, if any): \_\_\_\_\_

Business name: \_\_\_\_\_

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

City, State & Zip: \_\_\_\_\_

Corporate/Business phone number: \_\_\_\_\_

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