

LIQUOR LICENSE APPLICATION CHANGE IN LOCATION

Colorado Regulation [C.R.S. 44-3-301](#) requires that any licensee who manufactures or sells alcoholic beverages, who desires to change its place of business from that named in an existing license, must receive permission from both the City and the State to change the location to the place where such license is to be exercised.

ADDITIONAL DOCUMENTS REQUIRED WITH APPLICATION FOR A PERMIT TO BE ISSUED:

- Form [DR 8442](#) – Permit Application and Report of Changes
- Signed copy of the deed or lease in the name of the licensee only
- A diagram of the new location
- The signed Distance Affidavit stating the new location is not within 500 feet of a school, university or seminary
- Certificate of Zoning (call 303-987-7571 or email POD@lakewood.org)
- Certificate of Good Standing from the Colorado Secretary of State's Office

FEES REQUIRED FOR CHANGE IN LOCATION

- Department of Revenue Fee \$150.00
- City of Lakewood Fee \$750.00

State fee must be made out to "Department of Revenue" and city fee made out to "City of Lakewood"

If you have any questions, please call the City Clerk's Office 303-987-7080.