

INSTRUCTIONS: This affidavit must be executed and submitted in duplicate by the owner, partner, member or one corporate officer. Return affidavits with either cashier's check or postal money order, payable to the City of New Orleans; to Room 1W15, City Hall, 70112, on or before the first day of the second month preceding the effective date of the permit for the ensuing year. Renewal affidavits filed five (5) days after the due date will be charged delinquent penalties. (Refer to letter)

1. Name of applicant _____ Social Security # _____
 Circle one: (Sole Proprietor, Partner, Member or Corporate Officer)
2. Has trade name of business changed? _____ Business Address _____
 (Complete address)
 If yes, give new name _____ Bus. Phone # _____ (required)
3. Type of business operation (Bar, Nightclub, Grocery Store, Restaurant, etc.) _____
4. Has type of ownership changed? _____ If yes, a new application must be filed with the City of New Orleans and the State Alcohol Beverage Control
5. If a corporation or LLC, has there been any change in the officers or members of the corporation or LLC? _____ If yes, you will need to complete an amended Schedule "A" and a Schedule "B" on any new officer(s) or member(s), plus a copy of the minutes of meeting stating these changes.
6. Has the marital status of the owner(s) or any corporate officer(s) changed? _____ If yes, new Schedule "B" affidavits must be attached to this affidavit for renewal.
7. Are you the owner of the property where the business is located? _____ If leasing, what is the expiration of the leased property? _____. Please provide the complete name and address of the property owner, including postal code and a copy of a new lease/sub-lease with this affidavit. _____
8. Has there been any change as to the exact space to be occupied in the establishment of the alcoholic beverage outlet as outlined in the Schedule "A" presently on file? _____ If so, please submit an amended Schedule "A".

THIS AFFIDAVIT MUST BE EXECUTED BY THE APPLICANT BEFORE A NOTARY PUBLIC

I, the undersigned, do hereby submit application for renewal of the City of New Orleans, Alcoholic Beverage Permits for the year as indicated above and do swear and affirm that I have read each of the questions in the foregoing instrument. I also affirm that I have not been convicted of a felony nor have had a conviction or judgment against me involving alcoholic beverage within one (1) year of the date of this renewal application. I also affirm that any permit holders (whether sole proprietor, partner or corporate officer) are acting for any third party or have executed any agreements, verbally or in writing or counter letters, granting any rights of ownership, or interest to any other person or persons not disclosed in the application. I understand that this renewal of my alcoholic beverage permits is subject to subsequent revocation or suspension for violations of law governing alcoholic beverage outlets by the City of New Orleans.

SIGNED: _____

PRINT NAME: _____

HOME ADDRESS: _____

Sworn to before me this _____ day
 Of _____, 20_____
 (Please affix seal)

(Complete including postal code)

ABO RENEWAL FEES

LIQUOR	_____	\$ _____
BEER	_____	_____
ABO PROCESSING FEE	_____	_____
LIQUOR PENALTY	_____	_____
BEER PENALTY	_____	_____
TOTAL	_____	\$ _____