

INSTRUCTIONS:

After completing this consent form, please submit it, along with your application and other required documents, to the Liquor Control and Licensing Branch Head Office. You may complete this form at your computer, then print. If you are completing this form by hand, please print clearly using dark ink.

- If you have any questions about completing this form, call the branch toll-free at: **1-866-209-2111**.
- LCLB forms and supporting materials referred to in this document can be found at: **www.pssg.gov.bc.ca/lclb**

Location of (proposed) licensed establishment, liquor manufacturer or liquor agency:

Street	City	Province	Postal Code

Legal Entity Name: Licence or Job #:

(i.e. sole proprietor, partnership, private corporation, society)

(not applicable if application is not already in progress)

Full Name: Gender (Please check): M ☐ F ☐ Birthdate:
(last / first / middle) (year / month / day)

Birthplace: Have you used any other names? (Please check): Yes ☐ No ☐
If yes, please provide name details below:

Last name at birth: First and middle names at birth:

Other last names used: Other first and middle names used:

Residence Address:
Street City Province / Country Postal Code

Business Tel with area code: Business Fax with area code:

Personal Tel with area code: Business e-mail:

1. Do you reside in B.C. for the majority of the year (i.e., more than 6 months)? Yes ☐ No ☐

If NO, please provide details of where you reside for the remainder of the year:

2. Are you a permanent resident who has resided in Canada for less than the past five years? Yes ☐ No ☐

If yes, attach a copy of your "Record of Landing" (Form IMM1000, Permanent Resident Card or equivalent documentation), as provided by Citizenship and Immigration Canada when you entered the country, and a statutory declaration signed by a lawyer, Notary Public or Commissioner for Taking Affidavits stating that you have not been charged with, discharged, or convicted of a criminal or drug/alcohol-related offence; or providing details of any past charges, discharges, convictions or sentences outside of Canada. (For further information and to review a sample statutory declaration, refer to this LCLB web page:

http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal_record_search.htm

3. Are you either living outside of Canada or a refugee who has been in Canada for less than five years? Yes ☐ No ☐

If yes, please attach a statutory declaration signed by a lawyer, Notary Public or Commissioner for Taking Affidavits stating that you have not been charged with, discharged or convicted of a criminal or drug/alcohol-related offence; or providing details of any past charges, discharges, convictions or sentences outside of Canada. To review a sample statutory declaration, refer to this LCLB web page: **http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal_record_search.htm**

4. Have you ever held, or do you presently hold, an interest in a liquor licence? Yes ☐ No ☐

If yes, provide details of licence(s) or application(s): date, location, name of establishment, licence type, current status, etc.):

(Attach a separate sheet to this application if additional space is required.)

5. Do you currently hold a Rural Agency Store appointment from the Liquor Distribution Branch (LDB)? Yes ☐ No ☐

Note: If you are submitting an application for an agent's or manufacturer's licence, please select "N/A" for questions 6 and 7. All other applicants must answer "Yes" or "No" for questions 6 and 7.

6. Have you agreed with anyone to sell the liquor of a manufacturer to the exclusion of another liquor manufacturer?

Yes ☐ No ☐ N/A ☐ If yes, provide details:

7. Do you or your immediate family members have any association with, or financial interest in, a liquor manufacturer, a liquor importer, or the agent of a liquor manufacturer/importer? Yes ☐ No ☐ N/A ☐ If yes, provide details:

8. Have you entered into a Shareholder Agreement, Profit Sharing Agreement or other similar agreement with anyone not named in the licence application? Yes ☐ No ☐ If yes, provide details (including percentage of interest shared with others):

9. Have you received any alcohol-related driving infractions in the past five (5) years in Canada or under the laws of any other country or state? Yes ☐ No ☐ If yes, provide one of the following:

- (a) For driving infractions in Canada, provide a copy of your driver's abstract (driving record) for the past five (5) years. For information on how to acquire a copy of your BC driver's abstract, visit www.icbc.com/driver-licensing/driving-record or call in Victoria **250-978-8300** or elsewhere in BC **1-800-950-1498**. For information on how to acquire a copy of your driver's abstract for any other Canadian jurisdiction, contact that jurisdiction directly.
- (b) For driving infractions outside of Canada, provide a statutory declaration signed by a lawyer, Notary Public or Commissioner for Taking Affidavits that details the infraction, the date and the sentence or fine. (if not required on Question 3) For further information and to view a sample statutory declaration, refer to this LCLB web page: http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal_record_search.htm

10. Have you ever been charged with, discharged or convicted of, a criminal or drug/alcohol related offence under the laws of any country or the laws or bylaws of any provincial, state or local government? Yes ☐ No ☐ If yes, provide the following:

- (i) a statutory declaration signed by a lawyer, Notary Public or Commissioner for Taking Affidavits providing details (i.e. date, disposition and sentence or fine, if applicable) of any charges, discharges, convictions or sentences inside or outside of Canada. For further information and to view a sample statutory declaration, refer to this LCLB web page: http://www.pssg.gov.bc.ca/lclb/LLinBC/criminal_record_search.htm
- (ii) a copy of your driver's abstract (driving record) for the past five (5) years. For information on how to acquire a copy of your BC driver's abstract please visit www.icbc.com/driver-licensing/driving-record or call in Victoria **250-978-8300** or elsewhere in BC **1-800-950-1498**. For information on how to acquire a copy of your driver's abstract for any other Canadian jurisdiction, please contact that jurisdiction directly.
If you have been issued a driver's licence outside Canada in the past five (5) years, provide a statutory declaration signed by a lawyer, Notary Public, or Commissioner for Taking Affidavits that states you have or have not received any alcohol-related driving infractions in the past five years. If you have received any alcohol-related infractions, provide details of the infraction, the date, sentence or fine if applicable.

11. Attach a legible (colour preferred) photocopy of your driver's licence, passport or any other government-issued photo ID.

12. Attach completed "Consent for Disclosure of Criminal Record Information" form (RCMP GRC3584)

DECLARATION AND AUTHORIZATION

My signature below indicates I understand and acknowledge that :

- 1. All the information given is true and complete to the best of my knowledge. Section 15(2) of the *Liquor Control and Licensing Act* states "A person applying for the issue, renewal, transfer or amendment of a licence who fails to disclose a material fact required by the form of application or makes a false or misleading statement in the form of application, commits an offence."
- 2. If the Liquor Control and Licensing Branch grants a licence as a result of this application, it will be granted **only** to the person(s) named in the application, or to a private corporation containing the principal shareholders and executive officers named in the application or to a public corporation or society containing the executive officers named in the application.
- 3. My signature authorizes the Royal Canadian Mounted Police to inquire into, and determine whether or not I may have a criminal record and report their findings to the Liquor Control and Licensing Branch. If necessary, I will provide my fingerprints to verify whether or not I may have a criminal record.
- 4. I understand I must provide a copy of my driving record for the past five (5) years if requested by the general manager.

Signature of Individual: _____ Date signed: _____

Freedom of Information and Protection of Privacy Act - the information for a liquor licence is collected under the authority of the Liquor Control and Licensing Act (RSBC 1996, c.267, s.15). The information is collected for the purpose of determining your eligibility for a liquor licence. Information may also be used by the Liquor Distribution Branch to determine your eligibility to purchase liquor. If you have any questions about the collection, use or disclosure of this information, please contact the Liquor Control and licensing Branch.