



MOVING your business and taking your DABC license with you to a new location.

The Transfer of License Act governs situations in which a license holder is just relocating their current license to another location, even when there is no change in ownership.

An alcohol licensee may transfer their license from one location to another. However, any transfer of location may not be to a different county, with the exception of bars. Bars may transfer across county lines. If any type of license, other than

bar, wants to relocate their business outside of their current county, full licensing fees will apply, but they may still use the change of location form.

All requirements related to premises and proximity must be met. New local licensing must be obtained and the licensee must begin operations at the new location within 30 days. However, the department may allow a one-time extension of an additional 30 days. Under certain conditions the commission may grant up to 7 months total from the day the transfer was approved. The licensee must be able to demonstrate to the commission that they:

- Cannot begin operations because the transferee is improving the licensed premises,
- Have obtained a building permit for the improvements, and
- Are working expeditiously to complete the improvements to the licensed premises.

Submit a completed
[Transfer of Location Application](#)
to your compliance officer

Department
Investigation

Commission
Approval

TRANSFER
COMPLETE



TRANSFER FEES

If a licensee is moving their business from one location to another, The fee is the same as the renewal fee for the license type. It must also include a \$300 application fee;

For Example:

Full Service Restaurant	\$1,650	License fee	+	\$300	Total	=	\$1,950.00
Limited Service Restaurant	\$ 750	License fee	+	\$300	Total	=	\$1,050.00
Beer-only Restaurant	\$ 605	License fee	+	\$300	Total	=	\$ 905.00
Club	\$2,000	License fee	+	\$300	Total	=	\$2,300.00
Tavern	\$1,250	License fee	+	\$300	Total	=	\$1,500.00
Banquet Catering	\$ 750	License fee	+	\$300	Total	=	\$1,050.00
Reception Center	\$ 750	License fee	+	\$300	Total	=	\$1,050.00
Beer Recreational	\$ 350	License fee	+	\$300	Total	=	\$ 650.00

JUST THE FACTS – See the statutes and rules at 32B-8a-102, 201, 203, 303, 502 and R82 -5-102