



Montgomery County Board of License Commissioners

For Office Use Only  
Reviewed by: \_\_\_\_\_  
Entered by: \_\_\_\_\_

2026-2027 ALCOHOLIC BEVERAGE LICENSE RENEWAL APPLICATION

This application can be filed as early as February 1, 2026 BUT no later than March 31, 2026  
If no renewal application is submitted, the license will expire on April 30, 2026.

Application fee is \$100 online or Application fee is \$120 hard copy in-office\*  
Questions? Call 240-777-1999 or email [ABSLicensing@MontgomeryCountyMD.gov](mailto:ABSLicensing@MontgomeryCountyMD.gov).

\*\*\*\*\*  
**Please complete, print clearly, and circle or highlight any changes from last year.** Examples: Changes in address, contact information, licensees, manager, ownership, corporate officers, authorized persons.  
\*\*\*\*\*

For the Use of:    ☐ Individual    ☐ Partnership    ☐ Corporation    ☐ Ltd. Liability Co. (LLC)

- (1) Trade Name of Licensed Facility: \_\_\_\_\_ (Business Telephone #) \_\_\_\_\_  
(2) Address of Licensed Facility: \_\_\_\_\_  
(3) Current License #: \_\_\_\_\_ (4) Current Account #: \_\_\_\_\_  
(5) Hours of Operation: \_\_\_\_\_

(6) **Applicant(s):** Each applicant below applies for renewal of the license now held. You must provide names, home addresses, and home and/or cell phone number:

A.

Name

Home Address/Zip Code

Email Address

Home Telephone #

Cell Phone #

B.

Name

Home Address/Zip Code

Email Address

Home Telephone #

Cell Phone #

C.

Name

Home Address/Zip Code

Email Address

Home Telephone #

Cell Phone #

(7) Who will be the **on-site manager** at the business from May 1, 2026 to April 30, 2027?

\_\_\_\_\_ Note: Fingerprints and copy of their driver's license must be submitted if this individual has not previously submitted them.

(8) **Organizational Structure:** Complete only (a), (b) or (c)

(a) Name of **Corporation** (IF APPLICABLE): \_\_\_\_\_

Address of corporation: \_\_\_\_\_

Stockholders:

Name \_\_\_\_\_ Shares Owned: \_\_\_\_\_

Name \_\_\_\_\_ Shares Owned: \_\_\_\_\_

Name \_\_\_\_\_ Shares Owned: \_\_\_\_\_

Name \_\_\_\_\_ Shares Owned: \_\_\_\_\_

(b) Name of **Ltd. Liability Co. (LLC)** (IF APPLICABLE): \_\_\_\_\_

Address of LLC: \_\_\_\_\_

Member percentage ownership interest of entire LLC:

Name \_\_\_\_\_ Percentage: \_\_\_\_\_

Name \_\_\_\_\_ Percentage: \_\_\_\_\_

Name \_\_\_\_\_ Percentage: \_\_\_\_\_

Name \_\_\_\_\_ Percentage: \_\_\_\_\_

(c) Name of **Partnership** (IF APPLICABLE): \_\_\_\_\_

Address of Partnership: \_\_\_\_\_

Percentage ownership interest of all general partners:

Name/Address \_\_\_\_\_ Percentage: \_\_\_\_\_

Name/Address \_\_\_\_\_ Percentage: \_\_\_\_\_

Name/Address \_\_\_\_\_ Percentage: \_\_\_\_\_

Name/Address \_\_\_\_\_ Percentage: \_\_\_\_\_

(9) **Property Information:** Complete either (a) or (b):

**(a) COMPLETE IF YOUR CURRENT LEASE RUNS THROUGH OR BEYOND APRIL 30, 2027**

**STATEMENT OF LICENSEE RE: LEASE**

I/We hereby certify that I/We have a lease with \_\_\_\_\_  
(Name of Property Owner)

\_\_\_\_\_  
(Address of Property Owner)

\_\_\_\_\_  
(Phone Number of Property Owner)

expiring \_\_\_\_\_ for the property named in the foregoing renewal application for  
(DD/MM/YY)  
Alcoholic Beverage License made by \_\_\_\_\_ to the Board  
(Applicant/s)

of License Commissioners and that I/We hereby authorize the State Comptroller, his duly authorized deputies, inspectors, and clerks; the Board of License Commissioners for Montgomery County, its duly authorized agents and employees, and any peace officers of said County to inspect and search, without warrant, the premises upon which the business is to be conducted, and any and all parts of the building in which said business is to be conducted, at any and all hours.

**(b) COMPLETE IF YOUR LEASE EXPIRES BEFORE APRIL 30, 2027 OR IF YOU OWN THE PROPERTY**

**STATEMENT OF LANDLORD/OWNER OF PREMISES**

I/WE HEREBY CERTIFY that I/WE are the owner(s) of the property known as

\_\_\_\_\_ located at \_\_\_\_\_  
(facility name) (address)

\_\_\_\_\_ named in the foregoing renewal application made by

\_\_\_\_\_ to the Board of License Commissioners.  
(applicant)

Under the Alcoholic Beverage Laws of Maryland: That I/We assent to the granting of the license applied for, that I/We hereby authorize the State Comptroller, his duly authorized deputies, inspectors and clerks, the Board of License Commissioners for Montgomery County, its duly authorized agents and employees, and any peace officers of said county to inspect and search, without warrant, the premises upon which the business is to be conducted, at any and all hours. Affidavit: "By signing this application, I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing document are true and correct to the best of my knowledge, information, and belief."

Property Owner (Print name) \_\_\_\_\_

Property Owner (Signature) \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

(10) **Organizational Information:** Complete either 10(a) for Corporation or 10(b) for an LLC.

**(a) ELECTION OF OFFICERS FROM CORPORATE MINUTES**

\_\_\_\_\_  
(Corporate Name)

Provide the name of the officers and the office held for each as applicable, e.g. President, Vice President, Secretary, Treasurer.

Applicant (A): \_\_\_\_\_  
(Name) (Office held)

Applicant (B): \_\_\_\_\_  
(Name) (Office held)

Applicant (C): \_\_\_\_\_  
(Name) (Office held)

**(b) LIMITED LIABILITY COMPANY ORGANIZATIONAL RESOLUTION**

\_\_\_\_\_  
(Limited Liability Company Name)

Authorized Person (A): \_\_\_\_\_  
(Name)

Authorized Person (B): \_\_\_\_\_  
(Name)

Authorized Person (C): \_\_\_\_\_  
(Name)

## **ADDITIONAL PERMITS**

- (11) **Permits:** Check the appropriate box(es) below.  
*Current permits you have are listed in red at the bottom of your license.*

- ☐ **NO CHANGES** to permits on my license.
- ☐ **REMOVE** the following permit(s) from my license.

Check all that apply:

- ☐ Catering
- ☐ Outdoor Café
- ☐ Beer and/or Wine Sampling/Tasting
- ☐ Wine Corkage
- ☐ Growler
- ☐ Cooking Alcohol
- ☐ Delivery

- ☐ **APPLY** for the following permit(s).

*\* To apply, please download the permit application from our website at [montgomerycountymd.gov/abs](http://montgomerycountymd.gov/abs).  
Select "Licensure" and "Forms" and attach the specific permit application to this renewal.*

Check all that apply and attach permit application:

- ☐ Catering (Class B BWL, Class D BWL and BD BWL licenses)
- ☐ Outdoor Café
- ☐ Beer and/or Wine Sampling/Tasting (Class A licenses; \$200 annual fee)
- ☐ Wine Corkage (Class B, C, & H licenses)
- ☐ Growler (Class B-BW, D BW, and BD BWL licenses)
- ☐ Cooking Alcohol (Class B BW and Class H licenses)
- ☐ Delivery (Class A, D BW, B BW, and BD BWL licenses)

- (12) **Ratio Affidavit:** (Applicable for **Beer, Wine & Liquor Licenses only**)

I/We hereby attest, under the penalty of perjury, that the gross receipts from the sale of alcoholic beverages in the hotel/restaurant - hotel/motel for the twelve-month period immediately preceding the application for renewal did not exceed 60% of the gross receipts from the sale of food and alcohol.

- ☐ **Agree**

(13) **State Tax Obligations:**

I/We hereby agree to keep current all state and local tax obligations including, but not limited to, state sales and use taxes, withholding taxes, and admissions taxes.

☐ **Agree**

**Maryland State Sales Tax Account Number:**

(14) **Attest:**

I/We hereby attest, under penalty of perjury, that all the information contained in the original license application is true and unchanged at this time except for information I have since submitted to DLC in writing on renewal applications or otherwise.

☐ **Agree**

**Extract from The Alcoholic Beverage Article, Annotated Code of Maryland, Section 6-329:**

*"If any signed statement, affidavit or oath required under the provisions of this Act shall contain any false statement, the offender shall be deemed guilty of perjury, and upon indictment and conviction thereof, shall be subject to the penalties provided by law for that crime."*

**Affidavit:**

**"By signing this application, I do solemnly declare and affirm under the penalties of perjury that the contents of the foregoing document are true and correct to the best of my knowledge, information, and belief."**

(15) ALL APPLICANTS MUST SIGN a, b, and c BELOW.

(a) \_\_\_\_\_  
Signature of Applicant A

(b) \_\_\_\_\_  
Signature of Applicant B

(c) \_\_\_\_\_  
Signature of Applicant C

(d) \_\_\_\_\_  
\*Signature of President or Vice-president (if different from applicants listed above)

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\*Hard Copy Applications can be mailed with check to: **Montgomery County Board of License Commissioners**  
201 Edison Park Drive, Gaithersburg, MD 20878

Check made payable to: **Montgomery County**

Or submitted in-person in-office at: **201 Edison Park Drive, Gaithersburg, MD 20878**