

Transfer of Ownership Application Checklist

<input type="checkbox"/>	Complete Affidavit of Transfer
<input type="checkbox"/>	Complete Colorado Liquor Retail License Application (DR 8403 (FMB) or DR 8404 (all others)) and all required documents listed on page 2. Colorado Liquor Forms - www.colorado.gov/pacific/enforcement/liquor-forms
<input type="checkbox"/>	Apply for City Sales Tax License (250 N 5 th St, 970.244.1521, gjsalestax@gjcity.org).
<input type="checkbox"/>	Obtain letter from City Community Development (250 N 5 th St, 970.244.1430, comdev@gjcity.org) stating alcohol sale/service is an allowed use for the proposed location or apply for a Conditional Use Permit.
<input type="checkbox"/>	Complete Persigo Food Service Pretreatment Application and Fee if any type of food service is required or will be available.
<input type="checkbox"/>	Complete Temporary Permit Application if desired and include Fee.
<input type="checkbox"/>	Send a Wholesaler Affidavit of Compliance (DR 8004) to all wholesalers from which the licensee purchased alcohol. Return completed affidavits with the application.
<input type="checkbox"/>	Contact Mesa County Health Department (510 29 ½ Rd, 970.248.6900, healthinfo@mesacounty.us) for applicable food requirements/license.
<input type="checkbox"/>	Include <u>Menu</u> and <u>Hours of Operation</u> for food and alcohol service. CRS 44-3-901(6)(b)
<input type="checkbox"/>	Drop off completed application packet to the City Clerk’s Office for review.
<input type="checkbox"/>	*AFTER the completed application is accepted by the City Clerk’s Office: Schedule fingerprinting appointment(s) at one of the following State approved vendors for each principal (individuals with more than 10% ownership, officers, directors, partners, members) and <i>include receipt with application.</i> <ul style="list-style-type: none"> • Colorado Fingerprinting at coloradofingerprinting.com <i>Create account and select “LIQUOR LIC – LOCAL PD SO 44-3-307” and Use CBI Code “6359LLQH” for City of Grand Junction City Clerk</i> • IdentoGO at uenroll.identogo.com <i>and use Service Code “25YQ6K” and CBI Account Number CONCJ6359</i> AND
<input type="checkbox"/>	Complete and sign Notice to Applicant - Privacy Statement

Items to be Reviewed after Application is Complete

Fees - Temporary Permit - Notice of Hearing/Affidavit of Posting - Local Licensing Authority Hearing

The applicant or representative must be present at the hearing. The Local Licensing Authority generally meets the 1st and 3rd Wednesdays of each month in the Municipal Hearing Room (250 North 5th Street) at 2:00 p.m.

Once the Authority approves the application, it will be mailed to the Colorado Department of Revenue - Liquor Enforcement Division for processing. The State review and approval process may take 2-3 months. Upon State approval, the license is sent to our office. The City of Grand Junction license will then be prepared and both licenses will be issued once all inspections are completed. **A certificate of occupancy may be required before a license can be issued.**

[Colorado Liquor Code](#)

[Colorado Liquor Rules](#)

[Colorado Beer Code](#)

***Background reports generated from fingerprints taken prior to application acceptance cannot be accepted.**

City Application and License Fees

Application	New	\$ 1,000.00
	Transfer of Ownership	\$ 750.00
License	Arts	\$ 41.25
	Beer/Wine	\$ 48.75
	Brew Pub	\$ 75.00
	Campus Liquor Complex	\$ 75.00
	-Each Related Facility	\$ 15.00
	Club	\$ 41.25
	Fermented Malt Beverage	\$ 3.75
	Hotel/Restaurant	\$ 75.00
	-Each Optional Premises	0
	Liquor Licensed Drug Store	\$ 22.50
	-Tasting Permit	\$ 100.00
	Lodging/Entertainment	\$ 75.00
	Retail Liquor Store	\$ 22.50
	-Tasting Permit	\$ 100.00
	Tavern	\$ 75.00
Other	Register/Change Manager	\$ 30.00

City Occupational Tax*

Arts	\$ 150.00
Beer/Wine	\$ 300.00
Brew Pub	\$ 300.00
Campus Liquor Complex**	\$ 300.00
Club	\$ 150.00
Distillery Pub	\$ 300.00
Fermented Malt Beverage – On/Off Premises	\$ 100.00
Hotel/Restaurant**	\$ 300.00
Liquor Licensed Drug Store	\$ 300.00
Lodging/Entertainment	\$ 300.00
Racetrack	\$ 300.00
Retail Liquor Store	\$ 300.00
Retail Sales Room	\$ 300.00
Tavern	\$ 500.00

*Due annually on January 1st.

**Amount may vary with Optional Premises/Related Facility.