

LIQUOR LICENSE APPLICATION SELF-ASSESSMENT

Do you have the following?

No.	Description	Yes	No	N/A
1	Proof of Lodgement Fees			
2	Form 1 properly completed and commissioned.			
3	A Plan of the premises clearly showing:-			
	3.1 Dimensions of each room.			
	3.2 All doors, windows and counters and means of internal and external communication (street name).			
	3.3 Toilets clearly showing dimensions.			
	3.4 Storage room with dimensions.			
4	Comprehensive description of the premises.			
5	Comprehensive written representation in support of the application.			
6.	Proof of service of a notice to the Ward Committee of the area where the premises are situated.			
7.	Proof of service of notice to the governing body of an educational institution or place of worship within a radius of 100 meters.			
8.	Company registration if not a natural person. E.g. CC documents			
9.	Power of attorney.			
10	Certified ID copy attached.			
11	Proof of right to occupy the premises:-			
	<ul style="list-style-type: none"> • Title deed/ Deed of transfer 			
	<ul style="list-style-type: none"> • Lease Agreement 			
	<ul style="list-style-type: none"> • Traditional Authority 			
	✓ Affidavit			