

REQUEST FOR VALIDATED FLOOR PLANS and/or LIQUOR LICENCE**Attention: Management Services****Date:** _____I am requesting a copy of ... the validated floor plan(s) ... and/or ... liquor licence(s) ... for the following licence(s):**Licence number(s):**

Establishment name:

Establishment address:

City:

Postal code:

- Note:*
- A fee is not required from licensees requesting a copy of their own liquor licence.
 - A fee of \$30 per copy is required from anyone, other than the licensee, requesting a copy of a liquor licence.
 - A fee of \$30 per copy is required from anyone, including the licensee, requesting a copy of a floor plan.

TOTAL PAYABLE: plan(s) + _____ /licence(s) X (See note above) **\$30.00 = \$****Are you the licensee?:** Yes No **Name:****Mailing Address** (plan(s)/licence(s) will be mailed to this address):

City:

Postal code:

Contact name:

Contact phone number: ()

Payment Information:

Fees may be paid by cheque, money order, debit or credit card. Debit transactions can only be made in person at the Victoria Head Office. Do not mail cash.

Enclosed payment is by (check one):

- cheque, payable to the Minister of Finance (a \$20.00 NSF fee will be charged for NSF cheques).
 money order, payable to the Minister of Finance.
 VISA MasterCard

Name of cardholder as it appears on the card:

Credit card number: - - - Expiry date: /

Signature of cardholder:

-
- I am paying by credit card

SUBMIT FEE AND APPLICATION FORM TO VICTORIA OFFICE ONLY:**Mailing address:**Liquor Control and Licensing Branch
PO Box 9292 Stn Prov Govt
Victoria, BC V8W 9J8**Drop off location**Liquor Control and Licensing Branch
Second Floor, 1019 Wharf Street
Victoria, BC V8W 2Y9