



Information on Extensions to Licensed Premises

This notice is intended to provide information respecting extensions to licensees under the *Liquor Control Act* and regulations. This notice should not be regarded or relied upon as a legal interpretation of the *Act*. In all cases, the legislation should be reviewed to determine the proper application of the eligibility requirements and the function of the program.

Authority

The authority for an “extension” of a liquor licence is found in the *Liquor Control Act* Section 63.02 (1) to (4), Sections 89(6), 90.1, 99.1(2.1).

General Information

A liquor licensee may extend his liquor licence in one of two ways:

1. An extension adjacent to his licensed establishment, or
2. An extension not adjacent to his licensed establishment.

Request for an extension

1. An extension adjacent to a licensed establishment is available to all licensees.

The following information must be provided:

- a written request 15 days prior to the event, listing the permanent licence number, the event, date, and time liquor will be sold, and a floor plan where the event is being held; and
- provide written permission granted by the owner of the lands for the proposed use, or if the lands are a public place, by the authority having jurisdiction over the lands; and
- written approval from the Fire Marshal; and
- written approval from the Minister of Health and Wellness; and
- written approval from the zoning authority.

2. An extension, not adjacent to a licensed establishment, is only available to Dining Room, Lounge and Special Facility licensees; and

- a) The extension must be in relation to a special event, such as a concert, a festival, a family reunion, etc.;
- b) The Special Event cannot be organized by the licensee; and,
- c) The extension will only be granted for 7 consecutive days or less.

An extension, not adjacent to a licensed establishment,

The following information must be provided:

- A letter from the Special Event organizing committee, requesting the licensee to cater the liquor to the event. Meals must be provided if the caterer is a Dining Room licensee; and
- A written request 15 days prior to the event, listing the permanent licence number, the event, date, and time liquor will be sold, and a floor plan where the event is being held; and
- Provide written permission granted by the owner of the lands for the proposed use, or if the lands are a public place, by the authority having jurisdiction over the lands; and
- Written approval from the Fire Marshal; and
- Written approval from the Minister of Health and Wellness; and
- Written approval from the zoning authority; and
- A payment of the \$150.00 fee for the extension.

Extensions **do not** apply to Entertainment Licences.

The licence extension is treated the same as the original licensed premises. The licensee is responsible for providing security personnel and applying the requirements, terms and conditions imposed under the *Act* and regulations.

A dining room licensee must also provide meals with the sale and service of liquor.

Penalties

Violations under the *Liquor Control Act* could result in fines ranging from \$100.00 to \$25,000.00, suspension and/or revocation of the holders' licence to operate their place of business. Public Safety Compliance Inspectors will visit locations to ensure compliance with legislation is being met.

To apply for an Extension to a Licence, please contact:

Department of Public Safety
Compliance and Regulatory Services
P. O. Box 6000
Fredericton, NB
E3B 5H1

Telephone: (506) 453-7472
Fax: (506) 453-3044