

Virginia ABC – Required Documents for Retail Applications

All Retail Licenses

1. Citizenship proof
2. Health permit or agriculture certificate
3. Lease or deed
4. Virginia Sales Tax Certificate

All Retail Licenses (if food concessions are sold)

1. Food Concession Agreement
2. List of Concessions

Restaurant, Hotel, Retail, Private Club, Annual Mixed Beverage – Menu

Tax Exempt Private Clubs

1. Charter of Members
2. House Rules or Handbook
3. Virginia ABC Financial Form

SPECIALTY LICENSES

Commercial Lifestyle Center

1. Commercial Owners Association Document
2. Land survey/certification
3. Logo All Entities
4. Proof of disposable containers
5. Security documentation
6. Signage for permitted areas

Continuing Care Communities

1. Continuing Care Community License from BOI
2. Continuing Care Community License from SCC

Equine Sporting Events – Equine Certification

Gourmet Oyster Houses

1. Commercial Marina License
2. Event Flyers

Hospitals – Hospital License

Meal Assembly Kitchens, Bed and Breakfasts, Sole Proprietorships that own a Continuing Care Center – List of meal packages available

Non-Profit Museums

1. Financial Statement last month prior to applying
2. Summary of Financials