

**STATE OF MARYLAND  
OFFICIAL NOTICE OF  
CLASS A LICENSE RENEWAL**

1. **RENEWALS ARE DUE MARCH 1<sup>ST</sup>** – Class A licenses expire **April 30<sup>th</sup>**. **Applications will not be accepted after March 1<sup>st</sup>**.
2. **BACKGROUND CHECK** - Pursuant to Section 26-1806 of the Alcoholic Beverage Article of the Annotated Code of Maryland, every licensee and stockholder must receive criminal history check in order to renew any Alcoholic Beverage License.
3. **CORPORATIONS/LLC** – The Renewal Application **MUST BE ACCOMPANIED BY A CERTIFICATE OF GOOD STANDING**, which may be obtained, via US mail, from the State Department of Assessments and Taxation, State Office Building, 301 West Preston Street, Room 801, Baltimore, Maryland 21201. A remittance of \$20.00 must accompany your request for the Certificate. Alternatively you can obtain a certificate by walk-in or printed from the Internet for a \$40.00 fee. The website is [www.dat.state.md.us](http://www.dat.state.md.us) - follow the directions to obtain a “certificate of status”. For additional information please contact 410-767-1340.
- 4.

**FULLY COMPLETED APPLICATIONS** – Make sure all questions are answered fully and all signatures are notarized. Incomplete applications will not be accepted.

5. **PAYMENT OF RENEWAL FEES** – Applications must be accompanied by a Money Order, Certified Check or Cashier’s Check, made payable to Prince George’s County. Credit Card payments are accepted online upon request. **NO CASH OR PERSONAL CHECKS WILL BE ACCEPTED.**

Class A, Beer, Off Sale	<b>\$500.00</b>
<b>Class A, Beer and Wine, Off Sale</b>	<b>\$500.00</b>
Class A, Beer, Wine and Liquor, Off Sale	<b>\$910.00</b>

6. **TAXES:** Pursuant to Section 26-1807 of the Alcoholic Beverage Article of the Annotated Code of Maryland, **ALL TAXES DUE** to the State of Maryland, Prince George’s County and any municipality must be **PAID** or a payment plan must be in place in order to renew any Alcoholic Beverage License.
7. **AFFIDAVITS** - Pursuant to Rule 45 of the Rules and Regulations each licensee and/or stockholder must file an Affidavit.
8. **COMPLIANCE WITH ALCOHOL AWARENESS** – Renewal applications must be accompanied by a Certificate of Compliance with Alcohol Awareness Training as provided for in Section 3-504 of the Alcoholic Beverage Article of the Annotated Code of Maryland.

**MARCH 1 –RENEWAL DUE  
APRIL 30 – LICENSE EXPIRES**

**Board of License Commissioners**  
9200 Basil Court  
Suite 420  
Largo, Maryland 20774  
Telephone: 301-583-9980  
<http://bolc.mvpgc.us>