

Action:



ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

MEMORANDUM

TO:	Bob Klein, Chair, and Members of the Alcoholic Beverage Control Board	DATE:	February 19, 2019
FROM:	Erika McConnell, Director	RE:	857 Mad Myrna's

Requested Transfer of license with security interest

Statutory
andAS 04.06.090(b): "The board shall review all applications for licenses made under
this title and may order the director to issue, renew, revoke, transfer, or suspend
licenses and permits authorized under this title."Authority:

AS 04.11.360(4): "An application requesting approval of a transfer of a license to another person under this title shall be denied if the transferor has not paid all debts or taxes arising from the conduct of the business licensed under this title unless

- (A) the transferor gives security for the payment of the debts or taxes satisfactory to the creditor or taxing authority; or
- (B) the transfer is under a promise given as collateral by the transferor to the transferee in the course of an earlier transfer of the license under which promise the transferor is obliged to transfer the license back to the transferee in the event of default in payment for property conveyed as part of the earlier transfer of the license..."

AS 04.11.670: "A license issued under this title is not subject to foreclosure, and may not be used as collateral to secure a debt. However, if a license is transferred to another person, the transferor may secure payment for real and personal property conveyed to the transferee upon the promise of the transferee to transfer the license back to the transferor upon default in payment."

3 AAC 304.107(a): "If a former licensee seeks to compel the transfer of a license because of a promise under <u>AS 04.11.670</u> given as collateral by the current licensee to the former licensee in the course of an earlier transfer of the license, followed by a default in payment in connection with property conveyed or a lease made in the course of the previous transfer, the board will deny the transfer if creditors are not satisfied under <u>AS 04.11.360</u>(4)(A) unless it clearly appears that the former licensee,

at the time of the previous transfer, complied with the following notice requirements:

- (1) a leasehold conveyance or contract of sale of property made in the course of the previous license transfer was recorded in the manner provided for recordation of real estate conveyances, and the transferor, at the time of the previous transfer, made a UCC filing statement in which a security interest in the license was claimed under AS 04.11.670 and AS 04.11.360(4)(B); the documents recorded under this paragraph must contain the following statement: "Under the terms of AS 04.11.670, AS 04.11.360(4)(B), and 3 AAC 304.107, the transferor/lessor retains a security interest in the liquor license that is the subject of this conveyance, and may, as a result, be able to obtain a retransfer of the license without satisfaction of other creditors."; and
- (2) all documents prepared in connection with the previous transfer of the liquor license, including all leases, contracts, and other relevant memoranda, were filed with the board at the time of the previous transfer; the documentation must include a statement of the book and page number showing where the lease or contract, and UCC filing statement, bearing the disclosure statement required in (1) of this subsection, are recorded; and
- (3) the notice of the previous transfer required by AS 04.11.310(a) was made in writing and published, as required under 3 AAC 304.125, once a week for three weeks in a newspaper of general circulation before the transfer, in addition to any other notice of the application that might have been required by the board at the time of the previous transfer; the published notice must contain the following statement: "Under the terms of AS 04.11.360(4)(B), AS 04.11.670, and 3 AAC 304.107, the transferor/lessor retains a security interest in the liquor license that is the subject of this conveyance, and may, as a result, be able to obtain a retransfer of the license without satisfaction of other creditors."

Staff Rec.: Approve the transfer with a security interest.

Background: A completed transfer application has been received for liquor license 857. Staff has reviewed and determined that both the transfer application and Security Interest notices and documents have been completed to meet the requirements laid out in 3 AAC 304.107(a); signed recorded copies of all Security Interest documents will be required before the transfer is effectuated.

Attachment: AB-01 Security Interest Documents



Alcohol and Marijuana Control Office 550 W 7th Avenue, Suite 1600 Anchorage, AK 99501 alcohol.licensing@alaska.gov https://www.commerce.alaska.gov/web/amco Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the current licensee and licensed establishment.

Licensee:	Club Chinatown, Inc.		License #:		857
License Type:	Beverage Dispensar	y .	Statutory Refe	erence:	AS04.11.090
Doing Business As:	Mad Myrna's				
Premises Address:	530 E 5th Ave				_
City:	Anchorage	State:	AK	ZIP:	99501
Local Governing Body:	Municipality of Ancho	brage			

Transfer Type:



Regular transfer

Transfer with security interest

Involuntary retransfer

Transaction #:	956455
License Years:	2018-2019
BRE:	TJZ
	License Years: BRE:

[Form AB-01] (rev 10/10/2016)

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Section 2 – Transferee Information

Enter information for the new applicant and/or location seeking to be licensed.

Licensee:	Kcornis DT, LLC				
Doing Business As:	Mad Myrna's				
Premises Address:	530 E 5th Ave				
City:	Anchorage	State:	AK	ZIP:	99501
Community Council:	Downtown				

Mailing Address:	200 West 34th Ave. St	uite 1244			
City:	Anchorage	State:	AK	ZIP:	99503

Designated Licensee:	Timothy Lyons		
Contact Phone:	907-240-0100	Business Phone:	907-240-0100
Contact Email:	northwestincorporated	l@gmail.com	

Seasonal License?



If "Yes", write your six-month operating period: _____

Section 3 – Premises Information

Premises to be licensed is:

an existing facility

a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

0.5 Miles	
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What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

0.5 Miles

[Form AB-01] (rev 10/10/2016)



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any <u>sole proprietor</u> who is applying for a license. Entities should skip to Section 5. If more space is needed, please attach a separate sheet with the required information. The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: 🔘 applicant	affiliate		
Name:			
Address:			
City:	State:	ZIP:	
This individual is an: Dapplicant	affiliate		
Name:			
Address:			
City:	State:	ZIP:	

Section 5 – Entity Ownership Information

This section must be completed by any <u>entity</u>, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.

If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each stockholder who owns 10% or more of the stock in the corporation, and for each president, vice-president, secretary, and managing officer.
- If the applicant is a <u>limited liability organization</u>, the following information must be completed for each member with an ownership interest of 10% or more, and for each manager.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each partner with an interest of 10% or more, and for each general partner.

Entity Official:	Timothy Lyons				
Title(s):	Member/Manager	Phone:	907-240-0100	% Owne	d: 60
Address:	200 West 34th Ave. Sui	ite 1244			
City:	Anchorage	State:	AK	ZIP: 9	9503

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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Entity Official:	Rebeckah Lynn Lyor	ns				
Title(s):	Member	Phone:	(360) 635-2123	% Owr	ed:	40
Address:	200 West 34th Ave.	Suite 1244				
City:	Anchorage	State:	AK	ZIP:	995	03
Entity Official:						
Title(s):		Phone:		% Owr	ned:	
Address:						
City:		State:		ZIP:		
Entity Official:						
Entity Official:				-	U	

Title(s):	Phone:	% Owned:
Address:		
City:	State:	ZIP:

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	10089373	AK Formed Date:	8/8/18	Home State:	AK
Registered Agent:	Timothy Lyons		Agent's Phone:	907-240-010	0
Agent's Mailing Address:	200 West 34th	Ave. Suite 1244			
City:	Anchorage	State:	AK	ZIP:	99503

Residency of Agent:		Yes	No
Is your corporation or LLC's registered agent an inc	dividual resident of the state of Alaska?		
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NO

Yes

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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage busi	usimesses:
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Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

imothy Lyons owns BDLicens	e # Kcornis, LLC 3607	currently located a	no premises.

Section 7 – Authorization

Communication with AMCO staff:	Yes	No
Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?	\bigcirc	
If "Yes", disclose the name of the individual and the reason for this authorization: The Law Offices of Ernouf & Coffey, P.C. is assisting with the transfer application.		



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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a controlling interest of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

thes. Signature of transferor

Linda Chinn

Printed name of transferor

Subscribed and sworn to before me this 3^{ℓ} day of _____

ignature of Notary Public

2018

OCTOBER



PRes.

Notary Public in and for the State of _____ ALASKA

My commission expires: 12.13.2018

Signature of transferor

Form

Printed name of transferor

Subscribed and sworn to before me this _____ day of _____

Signature of Notary Public

, 20

Notary Public in and for the State of

My commission expires:

	RECEIVISD
AB-01] (rev 10/10/2016)	NOV 1.3 2018 Page 6 of 7
	AMCO Received 12/17/2018



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Alaska Alcoholic Beverage Control Board

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Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that all proposed licensees have been listed with the Division of Corporations.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

Signature of transferee

Timothy Lyons

Printed name

Subscribed and sworn to before me this DS_day of ______

,20 13

Signature of Notary Public

NOTARY PUBLIC HANNALEE SANTIAGO STATE OF ALASKA MY COMM. EXPIRES DECEMBER 15, 2020

Notary Public in and for the State of

ALASKA

My commission expires: 12/15

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AMCO Received 12/17/2018

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Anchorage Press

5751 E. MAYFLOWER CT. Wasilla, AK 99654

(907) 352-2264 ph (907) 352-2277 fax

AFFIDAVIT OF PUBLICATION

UNITED STATES OF AMERICA, STATE OF ALASKA, THIRD DIVISION

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC, THIS DAY

PERSONALLY APPEARED BEFORE JULLIE ZOOK WHO, BEING

FIRST DULY SWORN, ACCORDING TO LAW, SAYS THAT SHE IS THE

LEGAL AD CLERK OF THE ANCHORAGE PRESS

PUBLISHED IN ANCHORAGE AND CIRCULATED THROUGH OUT ANCHORAGE,

IN SAID DIVISION THREE AND STATE OF ALASKA

AND THAT THE ADVERTISEMENT, OF WHICH THE ANNEXED IS A TRUE

NOV 13 2010

ALCOHUL MIANIDUMIN CONTINUE OFFICE

COPY, WAS PUBLISHED ON THE FOLLOWING DAYS:

OCTOBER 11, 18, 25, 2018

AND THAT THE RATE CHARGED THEREIN IS NOT IN EXCESS OF

THE RATE CHARGED PRIVATE INDIVIDUALS.

SUBSCRIBED AND SWORN TO BEFORE ME THIS 25TH DAY OF OCTOBER 2018.

NOTARY PUBLIC FOR STATE OF ALASKA

CLUB CHINATOWN, INC. AP#50 BEVERAGE DISPENSARY LICENSE ACCOUNT NUMBER 405314

NANCY E DOWNS Notary Public, State of Alaska My Commission Expires August 25, 2019

AS 04.11.670 and 3 AAC

304.107

(4)

may, as a result,

be able to obtain

600, Anchorage, AK 99501. trol Board at 550 West 7th Ave.

. AP#50 25,

Dates: October 11

ons should submit written commen

icant and to the Alcoholic Beverage

their local governing

t body, the

faction of other creditors. Interest retransfer of the license without DISPENSARY

Chinatown, Inc., d/b/a

04.11.090 liquor license to Koon transfer of a Beverage Dispen na's located at 530 E. 5th Aven

horage, Alaska, 99501 is appl

curity interest in the liquor licens

The transferor/lessor reb

is the subject of this conveyano

the terms of AS 04.11.360

UCC FINANCING STATEMENT FOLLOW INSTRUCTIONS A. NAME & PHONE OF CONTACT AT FILER (optional) B. E-MAIL CONTACT AT FILER (optional) C. SEND ACKNOWLEDGMENT TO: (Name and Address) Club Chinatown, Inc. Linda Chinn 629 L Street, Stc. 101			
FOLLOW INSTRUCTIONS A. NAME & PHONE OF CONTACT AT FILER (optional) B. E-MAIL CONTACT AT FILER (optional) C. SEND ACKNOWLEDGMENT TO: (Name and Address) Club Chinatown, Inc. Linda Chinn			
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Club Chinatown, Inc. Linda Chinn			
Linda Chinn			
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Anchorage, AK 99501			
1 DEBTOR'S NAME: Replice only and Debter and the debt of the	THE ABOVE SPACE IS F	OR FILING OFFICE USE	ONLY
1. DEBTOR'S NAME: Provide only one Debtor name (1a or 1b) (use exact, full name; do no name will not fit in line 1b, leave all of item 1 blank, check here and provide the Individu	ot omit, modify, or abbreviate any part of the Debto al Debtor information in item 10 of the Financing S	r's name); if any part of the Ir tatement Addendum (Form U	idividual Debtor's CC1Ad)
1a. ORGANIZATION'S NAME			
OR 15. INDIVIDUAL'S SURNAME	RSONAL NAME ADDITIO		1
I WOIFL		DNAL NAME(S)/INITIAL(S)	SUFFIX
1c. MAILING ADDRESS	STATE	POSTAL CODE	COUNTRY
200 West 34th Ave. Suite 1244 Anch 2. DEBTOR'S NAME: Provide only one Debtor name (2a or 2b) (use exact, full name; do no provide only one Debtor name (2a or 2b) (use exact, full name; do no	0	99503	USA
OR 2b. INDIVIDUAL'S SURNAME	RSONAL NAME ADDITIC	NAL NAME(S)/INITIAL(S)	SUFFIX
2c. MAILING ADDRESS CITY	STATE	POSTAL CODE	COUNTRY
3. SECURED PARTY'S NAME (or NAME of ASSIGNEE of ASSIGNOR SECURED PARTY 3a. ORGANIZATION'S NAME	'): Provide only one Secured Party name (3a or 3	»)	
Club Chinatown, Inc.			
OR 35. INDIVIDUAL'S SURNAME FIRST PER			
		NAL NAME(S)/INITIAL(S)	SUFFIX
3c. MAILING ADDRESS CITY 629 L Street, Ste 101 Anche	STATE	NAL NAME(S)/INITIAL(S)	SUFFIX

	TOD, Check only if applicable and check only one box:
Public-Finance Transaction Manufactured-Home Transaction A Debtor is a Transmitting Utility	Agricultural Lien Non-UCC Filing
7. ALTERNATIVE DESIGNATION (if applicable): Lessee/Lessor Consignee/Consignor Seller/Bu	yer Bailee/Bailor Licensee/Licensor
8. OPTIONAL FILER REFERENCE DATA:	

FILING OFFICE COPY --- UCC FINANCING STATEMENT (Form UCC1) (Rev. 04/20/11)

EXHIBIT A

	MAIN BAR	SIZE	QTY
nan ing di san	EQUIPMENT; REFRIGERATION		<u> </u>
1	Beer-Wine-Keg-Soda, Reach-In, Patio	5' 8" X 2' 3" X 2' 10"	1
	Back Bar, Reach-In, Soft Spot	7' x 2' 1" X 2' 7" X 1' 8"	1
3	Refrigerator, Small Soft Spot	1' 6" X1' 6" X 3' 5"Refr	1
	Refrigerator, 2 Door, Kitchen	2' 3" X 4' 5" X 7' 1"	1
	Refrigerator, 4Door@SmFreezer, Under Work Table	11' 6" X 2' 10" X 3' X 1"	1
	Refrigerator Reach-In, Ice Room	4' 6" X 2' X 2' 8" X 6' 8"	1
7	Refrigerator, Reach-In, Waist High, Main Bar	ny any manana manjarana kaominina aminina manjara kaominina manjarahasia aminina kaominina manjarahasia kaomini	1
	Beverage Coolers, w/Three Sliding Doors	2' 4" X 6' 8" X 2' 8"	$\frac{1}{2}$
	Refrigerator, Keg, Main Bar, 5 Tap, 2 Door	2' 6" X 6' 6" X 3' 5"	$\frac{-}{1}$
	Refrigerator, Keg, Main Bar, 5 Tap, 3 Door	2fy 6" X 7' 7" X 3' 5"	1
	Ice Machines, Manitowoc	2' 11" X 2' 4" X 2' 9"	2
****	Televisions	######################################	6
13	Refrigerator, Walk-In	9' X 7'	1
	EQUIPMENT	SIZE	QTY
14	Portable Service Bar	7' X 2' 1" X 3' 6"	2
15	Prep Tables, S/S, w/Lower Shelf w/Wheels	4' 2" X 2' X 3' i"	2
	Grill, Gas On Stand	2' 5" X 1' X 9" X 1' 3" Stand Below	$\frac{1}{1}$
17	S/S Stand Under Gas Grill	2' 6" X 2' X 1' 10"	1
	Sauce Stove Top, 2 Burner, On Stand	1' 7" X 3' 3" X 3' 1" O/A	1
	Gas 4 Burner & Griddle Over Oven	5' X2' 6" X 3' 1"	
	Deep Fryer, Gas, 2 Basket	2' 4" X 1' 4" X 3'	
	Oven, Electric, Convection	3' X 3' X 2'	
-mennenny	Oven, Gas, Convection	3' 1" X 3' 3" X 3' 1"	1
	Chopping Block Table w/Lower Shelf Wood & S/S	5' X 2 ' 4" X 3'	1
	S/S Stand w/Lower Shelf	2' X 2' X 2' 11"	1
÷	Storage Rack, S/S, 2 Shelf, Over Refer/Fzr Unit	11' X 2' 6" X 2' 10"	1
	Full Range Hood w/Ansul System & Filters		1
27	Over Ranges, Burners, Deep Fryer, Grill & Griddle	12' 2" X 4' 4" X 2' 1"	1
1	Return Air System, Kitchen		1
North State	Exhaust Fan & Vent Over Convection Ovens		1
	S/S Counter w/Sink & Cup Storage	7' X 2t 8" X 3'	1
	Automatic Bar Dish Washer	2' 1" X 2' X 2' 9"	2
32	Bar Sink w/Drain Board & Drain & 4 Wells	10' X 2'x 2' 2"	1
u na	Bottle Well, 2 Tier	3' X7" X 5"	1
enistraçu	Bottle Well, 1 Tier	10'y 5" X 7" X 5"	1
35	Coffee Machine, Commercial w/Reserve Well	8" X 1' 4" X 1' 8"	1
	Show Case w/Glass Top & Partial Front Glass	5' X 2' X 3' 3"	
1	Show Case w/Glass Top & Partial Front Glass	4' 10" X 1' 9" X 2'-10"	
	Wood Cabinet w/Counter Top	1' 2" X 6' X 3' 3"	1 2
	Wood Cabinet w/Counter Top	and a second	1
	Mop Sink, S/S, Wall Mounted	5' 9" X 2' 2" X 3'	1

A COHOL X

EXHIBIT A

5	Vegetable Prep Sink wDrain /Drain Counter	1 .			and the second second second second
43		6' X 2' 11" X 4	' 4"		1
****	S/S Dble Shelf (Over Vegetable Prep Sink	6' X 10" X 1'			1
1	S/S Hand Sink, Wall Mount, Kitchen	Minister Haum 2016 and State Large and an appropriate for strate and approximate strate and		د در میکند. میکند از میکند با بیکار است این از میکند از میک	1
45	S/S Hand Sink, Counter Mount, Main Bar	n 1977 WWWWWWWW			1
	S/S Movable Racks w/Wheels	3' 11" X 1' 6" 2	X 6'		11
47	S/S Moveable Rack, Corner Unit				1
******	S/S Wall Rack for Dish Racks	199-19.2 W1199.4 point (2) i den i mentionen reagen (2) i a support (2) popport (2) i a sup	ور موجوع ورود و من مار		1
49	S/S Drain Board attached to Glass Washer				1
	FURNITURE	SIZE			QTY
50	Bar Stools, Metal w/Padded Seat & Back		,		22
51	Bar Stools, Metal Padded Seat			na kala kala na mana manga kana kang kala na k	25
52	Bar Stools, Metal, w/Padded "Miller" Seats		an ang ana ang ang ang ang ang ang ang a	(Serrar) (A Station H (AMP)), (A A African Constraint Annual Constraint) Annual (S Argentis	18
53	Bar Stools, Wood w/Padded Seats		the of the light from the second second	anna an	26
54	Chairs, Stacking w/Padded Seat & Backs			2948 an an an an Annaice ann an Annai	87
55	Chairs w/Woven Vinyl Seats, Back, Armrest				14
56 ′	Table, Cocktail, Square Low, Mesh, Patio				2
57	Table, Cocktail, Square Low, Metal			annya wanataka kuntur kutua kutua manataka	2
58	Table, Cocktail w/Glass & Slate, Metal, High			ου το	2
59 [′]	Table, Cocktail, Low, Square	2' X 2'		9	6
50 '	Table, Cocktail, Low Round	2' X 2'		99999 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 1999 - 199	8
51 /	Table, Cocktail, High, Round	2' X 2'	14774 (Shenesalbannaga), in	178999-1777-17799-1979-1989-1999-1979-197	8
	Table, Cocktail, Oak, Round, High	3 ^r	*****		7
53 0	Cabinet, Metal, Lockable	2' 3" X 2' X 2' 1	10"	870-11-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	1
54 (Cabinet, Metal, Lockable, Soft Spot	6' 6" X 2' 7" X1	L' 8"	988999-9899999999999999999999999999999	1
,	Tent, Pop-Up	10' X10'	******	n y 2007 BBBND - Hall Ar Official and a reason of the second of the second statements o	$\frac{-}{1}$
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132	Glass Washer Low Temp		**************************************	1
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#### Instructions for UCC Financing Statement (Form UCC1)

Please type or laser-print this form. Be sure it is completely legible. Read and follow all Instructions, especially Instruction 1; use of the correct name for the Debtor is crucial.

Fill in form very carefully; mistakes may have important legal consequences. If you have questions, consult your attorney. The filing office cannot give legal advice.

Send completed form and any attachments to the filing office, with the required fee.

#### **ITEM INSTRUCTIONS**

A and B. To assist filing offices that might wish to communicate with filer, filer may provide information in item A and item B. These items are optional.
 C. Complete item C if filer desires an acknowledgment sent to them. If filing in a filing office that returns an acknowledgment copy furnished by filer, present simultaneously with this form the Acknowledgment Copy or a carbon or other copy of this form for use as an acknowledgment copy.

- 1. Debtor's name. Carefully review applicable statutory guidance about providing the debtor's name. Enter <u>only one Debtor name in item 1 --</u> either an organization's name (1a) <u>or</u> an individual's name (1b). If any part of the Individual Debtor's name will not fit in line 1b, check the box in item 1, leave all of item 1 blank, check the box in item 9 of the Financing Statement Addendum (Form UCC1Ad) and enter the Individual Debtor name in item 10 of the Financing Statement Addendum (Form UCC1Ad) and enter the Individual Debtor name in item 10 of the Financing Statement Addendum (Form UCC1Ad). Enter Debtor's <u>correct name</u>. Do not abbreviate words that are not already abbreviated in the Debtor's name. If a portion of the Debtor's name consists of only an initial or an abbreviation rather than a full word, enter only the abbreviation or the initial. If the collateral is held in a trust and the Debtor name is the name of the trust, enter trust name in the Organization's Name box in item 1a.
- 1a. <u>Organization Debtor Name</u>. "Organization Name" means the name of an entity that is not a natural person. A sole proprietorship is not an organization, even if the individual proprietor does business under a trade name. If Debtor is a registered organization (e.g., corporation, limited partnership, limited liability company), it is advisable to examine Debtor's current filed public organic records to determine Debtor's correct name. Trade name is insufficient. If a corporate ending (e.g., corporation, limited partnership, limited liability company) is part of the Debtor's name, it must be included. Do not use words that are not part of the Debtor's name.
- 1b. Individual Debtor Name. "Individual Name" means the name of a natural person; this includes the name of an individual doing business as a sole proprietorship, whether or not operating under a trade name. The term includes the name of a decedent where collateral is being administered by a personal representative of the decedent. The term does not include the name of an entity, even if it contains, as part of the entity's name, the name of an individual. Prefixes (e.g., Mr., Mrs., Ms.) and titles (e.g., M.D.) are generally not part of an individual name. Indications of lineage (e.g., Jr., Sr., III) generally are not part of the individual's name, but may be entered in the Suffix box. Enter individual Debtor's surname (family name) in Individual's Surname box, first personal name in First Personal Name box, and all additional names in Additional Name(s)/Initial(s) box.

If a Debtor's name consists of only a single word, enter that word in Individual's Surname box and leave other boxes blank.

For both organization and individual Debtors. Do not use Debtor's trade name, DBA, AKA, FKA, division name, etc. in place of or combined with Debtor's correct name; filer may add such other names as additional Debtors if desired (but this is neither required nor recommended).

- 1c. Enter a mailing address for the Debtor named in item 1a or 1b.
- Additional Debtor's name. If an additional Debtor is included, complete item 2, determined and formatted per Instruction 1. For additional Debtors, attach either Addendum (Form UCC1Ad) or Additional Party (Form UCC1AP) and follow Instruction 1 for determining and formatting additional names.
- 3. Secured Party's name. Enter name and mailing address for Secured Party or Assignee who will be the Secured Party of record. For additional Secured Parties, attach either Addendum (Form UCC1Ad) or Additional Party (Form UCC1AP). If there has been a full assignment of the initial Secured Party's right to be Secured Party of record before filing this form, either (1) enter Assignor Secured Party's name and mailing address in item 3 of this form and file an Amendment (Form UCC1Ad) [see item 5 of that form]; or (2) enter Assignee's name and mailing address in item 3 of this form and, if desired, also attach Addendum (Form UCC1Ad) giving Assignor Secured Party's name and mailing address in item 11.
- 4. Collateral. Use item 4 to indicate the collateral covered by this financing statement. If space in item 4 is insufficient, continue the collateral description in item 12 of the Addendum (Form UCC1Ad) or attach additional page(s) and incorporate by reference in item 12 (e.g., See Exhibit A). Do not include social security numbers or other personally identifiable information.

Note: If this financing statement covers timber to be cut, covers as-extracted collateral, and/or is filed as a fixture filing, attach Addendum (Form UCC1Ad) and complete the required information in items 13, 14, 15, and 16.

- 5. If collateral is held in a trust or being administered by a decedent's personal representative, check the appropriate box in item 5. If more than one Debtor has an interest in the described collateral and the check box does not apply to the interest of all Debtors, the filer should consider filing a separate Financing Statement (Form UCC1) for each Debtor.
- 6a. If this financing statement relates to a Public-Finance Transaction, Manufactured-Home Transaction, or a Debtor is a Transmitting Utility, check the appropriate box in item 6a. If a Debtor is a Transmitting Utility and the initial financing statement is filed in connection with a Public-Finance Transaction or Manufactured-Home Transaction, check <u>only</u> that a Debtor is a Transmitting Utility.
- 6b. If this is an Agricultural Lien (as defined in applicable state's enactment of the Uniform Commercial Code) or if this is not a UCC security interest filing (e.g., a tax lien, judgment lien, etc.), check the appropriate box in item 6b and attach any other items required under other law.
- 7. Alternative Designation. If filer desires (at filer's option) to use the designations lessee and lessor, consignee and consignor, seller and buyer (such as in the case of the sale of a payment intangible, promissory note, account or chattel paper), ballee and ballor, or licensee and licensor instead of Debtor and Secured Party, check the appropriate box in item 7.
- 8. Optional Filer Reference Data. This item is optional and is for filer's use only. For filer's convenience of reference, filer may enter in item 8 any identifying information that filer may find useful. Do not include social security numbers or other personally identifiable information.