



FINGERPRINT REQUIREMENTS

Each individual applicant, partner, shareholder or member holding at least 10% of the company stock; any officer, director, or manager having direct influence over the license; or any affiliate, must submit completed fingerprint cards with the liquor license application.

- *Affiliate is defined as "other persons determined by the Board to have significant control or influence over a person." (3 AAC 104.990) The Board has determined that a spouse or "significant other" is considered an affiliate when the license is held by an individual(s).*

You must submit **one fingerprint card for each applicant** (including all affiliates) with the liquor license application and a check for **\$49.75** per person.

CHECKS MUST BE MADE PAYABLE TO:

Alcoholic Beverage Control Board

This fee is for the criminal history investigation only and is separate from and in addition to any other fees submitted as part of your application.

Your local law enforcement agency will either provide fingerprinting services or will refer you to vendors who provide the service for a fee.

Send your completed fingerprint cards with the application, to the ABC Board at the above address.

>>>> CAUTION! <<<<

1. **DO NOT** fold, tape, staple, or otherwise damage the fingerprint card.
2. **DO NOT** fill out the cards yourself. The fingerprint service provider will fill in the appropriate codes in each specified block.
3. Fingerprints **MUST** be submitted on the cards furnished by the Alcoholic Beverage Control Board. These cards contain authorized codes that must be used.