

To Whom It May Concern,

RE: Club Liquor License #2951

I am submitting this letter to ask that the Liquor License #2951, for AmVets Post#4 in Soldotna be reinstated.

As the Post Commander, I take full responsibility for the failure of my club to properly renew the license in a timely fashion. Through a series of miscommunications and assumptions made on the part of myself and my staff, and an unfamiliarity with the process and timelines on my part, the application was lost in the shuffle somewhere.

In late February and upon the realization that we were waiting on something that wasn't even in the works (i.e. The liquor license) we began to get our documents in order to correct the oversight.

The forms were completed, mailed out, and received by AMCO on Feb 27, but I had forgotten that the Post credit card that I use has a \$1000 single transaction limit on it, therefore the \$2900 fee that they tried to process was declined.

I drove to from Soldotna to Anchorage the following day and hand carried a check to the AMCO office in Anchorage to cover all applicable fees, and thought that was the end of it.

After the AMCO agent reviewed the package, there were a few responses that required corrections to be made, and the original fingerprint cards I had mailed along with the original application forms were lost along the way somewhere.

I was out of town on a snowmachining trip, and therefore could not check my E-Mail to see that they had sent me a message outlining the things they needed before they could consider it a complete and accurate application. (Even if I had been able to check it, I wouldn't have seen it as it was sent directly into the SPAM folder in my E-mail box, I had to go search for it after I called and they told me it had been sent).

I have now submitted the required corrected documents via E-Mail, and the second set of fingerprint cards are in the mail to AMCO. We have made a timeline calendar in the office of the club with notes as to when the various reports, and renewals need to be completed and submitted. We have also created a special mail bin specifically for correspondence to/from State of Alaska AMCO and the Gaming Commission.

I am sure these steps, along with a hard-learned lesson on the timelines and processes of the license renewal process, will prevent this situation from EVER arising again.

Thank you in advance for your consideration,

Henry W. Munro Jr.



AmVets Post #4 Commander





Alaska Alcoholic Beverage Control Board

Form AB-17: 2018/2019 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing liquor license that will expire on December 31, 2017. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed correctly and submitted to the Alcohol & Marijuana Control Office (AMCO)'s main office, along with all other required documents and fees, before any renewal license application will be considered complete.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO

Licensee:	AMVETS Post #4	License #:	2951
License Type:	Club	Statute:	AS 04.11.110
Doing Business As:	AMVETS Post #4		
Premises Address:	42126 Kalifornsky Beach Road		
Local Governing Body:	Kenai Peninsula Borough		
Community Council:	None		

Mailing Address:	SAME		
City:	State:	ZIP:	

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual must be a licensee who is required to be listed in and authorized to sign this application.

Point of Contact:	HENRY W. MUNRO JR		
Contact Phone:	907-260-5660	Business Phone:	907-267-3540
Contact Email:	BMUNRO@ACSALASKA.NET		

Seasonal License? Yes No If "Yes", write your six-month operating period: _____





Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 Email: licensing@amco.ak.gov
<http://www.commerce.alaska.gov/web/amco>
 Phone: 907 269 0350

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Section 2 – 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?

If "Yes", disclose the name of the individual and the reason for this authorization:

BRUCE HARDY - BAR MANAGER

Section 3 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietorship who is applying for license renewal. Entities should skip to Section 4. 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:					
Mailing Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					

This individual is an: applicant affiliate

Name:					
Mailing Address:					
City:		State:		ZIP:	
Email:					
Contact Phone:					





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Section 5 – License Operation

<u>Check a single box for each calendar year that best describes how this liquor license was operated:</u>	2016	2017
The license was regularly operated continuously throughout each year, for 8 or more hours each day	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
The license was regularly operated during a specific season each year, for 8 or more hours each day	<input type="checkbox"/>	<input type="checkbox"/>
The license was only operated to meet the minimum requirement of 30 days each year, 8 hours each day. <i>If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.</i>	<input type="checkbox"/>	<input type="checkbox"/>
The license was not operated at all or was not operated for at least the minimum requirement of 30 days each year, 8 hours each day, during one or both of the calendar years. <i>If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement.</i>	<input type="checkbox"/>	<input type="checkbox"/>

Section 6 – Violations and Convictions

<u>Applicant violations and convictions in calendar years 2016 and 2017:</u>	Yes	No
Have any notices of violation (NOVs) been issued to this licensee in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2016 or 2017?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 7 – Alcohol Server Education

This section must be completed only by the holder of a beverage dispensary, club, or pub license or conditional contractor's permit. The holders of all other license types should skip to Section 8.

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

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as required under AS 04.21.025 and 3 AAC 304.465.





600 Westwood Management Center, Suite 100
 300 W. 7th Avenue, Suite 1000
 Anchorage, AK 99501
 Phone: 907.249.1350

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Section 8 - Certifications

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

- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application. Initials:
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently on file with the Alcoholic Beverage Control Board.
- I certify on behalf of myself or of the organized entity 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.

As an applicant for a liquor license renewal, 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. I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

Signature of Notary Public

HEBRY W. MURPHY JR.
 Printed name of licensee

Notary Public in and for the State of ALASKA



My commission expires: 01/01/2019

Subscribed and sworn to before me this 27th day of March, 2018.

License Fee:	\$ 1200.00	Application Fee:	\$ 200.00	TOTAL:	\$ 1400.00
Late Fee of \$500.00 - if received or postmarked after 01/02/2018:					\$ 500.00
Miscellaneous Fees:	FINGERPRINT HANDLING (\$45.00 x 2)				\$ 90.00
GRAND TOTAL (if different than TOTAL):					\$ 1990.00

