

*The Galley Restaurant*



May 15, 2018

State of Alaska  
Department of Commerce, Community, and Economic Development  
Alcohol & Marijuana Control Office  
550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, Alaska 99501

**Attention: Alcoholic Beverage Control Board**  
**Subject: License 1557 DBA The Galley Restaurant Renewal Application**

Sirs / Madam:

Good day!

This is in connection with the above subject liquor license renewal that got expired due to incomplete application. The missing information of our application is in Page 2, Section 3 – Sole Proprietor Ownership Information where each applicant was not listed separately. As attached, please see your e-mailed letter to us dated February 13, 2018 and our incomplete renewal application for your references.

Originally, we have sent our license renewal application via postal mail. We have received back a letter mentioning that there is a problem with our credit card information. In the first week of February, we have mailed a reply to correct such credit card details. After that, we were looking forward to receive another communication via postal mail.

Since we were not getting any communication after, we have called your office to check the status of our application. We found out there is a problem – each applicant was not listed separately. We were caught unaware that there was a communication made via electronic e-mail dated February 13, 2018 that we did not see. Because of this, we have missed the deadline of February 28, 2018. We then requested what were missing so we can fix it.

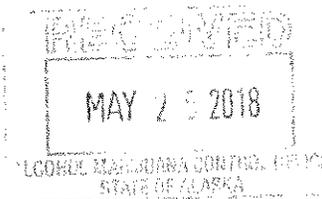
As submitted earlier and for your reference, we are attaching here a copy of the page – listing each applicant separately – to comply with your requirement.

**In this regard, we would like to request your good office the reinstatement of our liquor license. Your heartily consideration on this request would be greatly appreciated.**

Thanks you.

Sincerely yours,

Melodie Rodriguez  
The Galley Restaurant





Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

**Form AB-17a: 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 restaurant or eating place 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:	Melodie & Danilo Rodriguez	License #:	1557
License Type:	Restaurant/Eating Place	Statute:	AS 04.11.100
Doing Business As:	The Galley		
Premises Address:	2334 Tongass Avenue		
Local Governing Body:	City of Ketchikan (Ketchikan Gateway Borough)		
Community Council:	None		

Mailing Address:	2334 Tongass Ave		
City:	Ketchikan	State:	Alaska
		ZIP:	99901

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:	Melodie Rodriguez		
Contact Phone:	907-617-9170	Business Phone:	907-225-5500
Contact Email:	the.galley.restaurant@hotmail.com		

Seasonal License?  Yes  No

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





Alcohol and Marijuana Control Office  
 550 W 7<sup>th</sup> Avenue, Suite 1600  
 Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

**Restaurant or Eating Place License**

**Form AB-17a: 2018/2019 Renewal License Application**

**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:

[Empty box for disclosure]

**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.

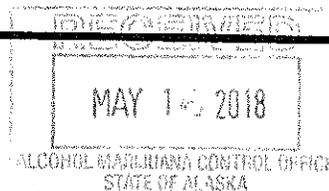
The following information must be completed for each licensee and each affiliate (spouse).

This individual is an:  applicant  affiliate

Name:	Melodie Rodriguez			
Mailing Address:	2334 Tongass Ave			
City:	Ketchikan	State:	AK	ZIP: 99901
Email:	thegalleyrestaurant@hotmail.com			
Contact Phone:	907-617-9170			

This individual is an:  applicant  affiliate

Name:	Danilo Rodriguez			
Mailing Address:	2334 Tongass Ave			
City:	Ketchikan	State:	AK	ZIP: 99901
Email:	thegalleyrestaurant@hotmail.com			
Contact Phone:	907-225-5500			





Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

**Form AB-17a: 2018/2019 Renewal License Application**

**Section 4 – Entity Ownership Information**

This subsection must be completed by any licensee that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). You may view your entity's status or find your CBPL entity number by visiting the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>  
 Partnerships may skip to the second half of this page. Sole proprietorships should skip to Section 5.

Alaska CBPL Entity #:	
-----------------------	--

You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

--

This subsection must be completed by any community or entity, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- 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 **limited liability organization**, 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 Name:				
Title(s):	Phone:		% Owned:	
Mailing Address:				
City:	State:		ZIP:	

Entity Official Name:				
Title(s):	Phone:		% Owned:	
Mailing Address:				
City:	State:		ZIP:	

Entity Official Name:				
Title(s):	Phone:		% Owned:	
Mailing Address:				
City:	State:		ZIP:	





Alaska Alcoholic Beverage Control Board  
**Restaurant or Eating Place License**  
**Form AB-17a: 2018/2019 Renewal License Application**

**Section 5 – License Operation**

Check a single box for each calendar year that best describes how this liquor license was operated:	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**

Applicant violations and convictions in calendar years 2016 and 2017:	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**

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.





Alcohol and Marijuana Control Office  
 550 W 7<sup>th</sup> Avenue, Suite 1600  
 Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Restaurant or Eating Place License

**Form AB-17a: 2018/2019 Renewal License Application**

**Section 8 – Gross Receipts**

Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises, and calculate the percentage of gross receipts that are from food sales on the licensed premises for each calendar year. (Food Receipts ÷ Gross Receipts x 100 = %)

2016 Food Receipts:	\$ 297,370.00	2016 Gross Receipts:	\$ 313,020.00	% From Food:	95 %
2017 Food Receipts:	\$ 266,000.00	2017 Gross Receipts:	\$ 280,000.00	% From Food:	95 %

**Section 9 – 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

*MR*

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.

*MR*

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.

*MR*

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.

*MR*

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.

*M Rodriguez*  
 Signature of licensee

*[Signature]*  
 Signature of Notary Public

Melodie Rodriguez  
 Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: 12/08/2020

Subscribed and sworn to before me this 5<sup>th</sup> day of January

License Fee:	\$ 600.00	Application Fee:	\$ 200.00	TOTAL:	\$ 800.00
Late Fee of \$500.00 – if received or postmarked after 01/02/2018:					
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					

