



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

## Department of Commerce, Community, and Economic Development

Alcohol and Marijuana Control Office

550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

### MEMORANDUM

TO: Alcoholic Beverage Control Board

DATE: January 21, 2026

FROM: Anna White, Licensing Examiner II

RE: 2385 dba Party Time Food Mart  
Kyong S. Kim, Personal Representative  
Time Extension Request to Submit Transfer  
Application

**Background:** Thomas East Wood, licensee and 100% owner of W&W Trading, Inc., passed away April 27, 2025. W&W Trading, Inc. holds Package Store license 2385 dba Party Time Food Mart. Personal Representative to Mr. Wood, Kyong S. Kim, is asking for additional time to submit a transfer application.

**Attachments:** Memo; Letter Requesting additional time to submit Transfer application; Letters of Testamentary appointing Kyong S. Kim as the Personal Representative for Thomas East Wood, now deceased.

**Applicable statute: AS 04.11.030. Death of licensee.**

- (a) The executor or administrator of the estate of a person who was operating a business as a sole licensee under a license authorized by this title may continue to operate the licensed business until an application for transfer of a license to another person is approved or until the license is forfeited under (b) of this section.
- (b) If an application for the transfer of ownership of a license from a deceased licensee is not made within 180 days of the death of the licensee or within an additional 90 days if an application for transfer of ownership made by the executor is denied, or no petition is made to the board for an extension of time under (c) of this section within the time, the license is forfeited.
- (c) The board may extend the time limits in (b) of this section on petition of the executor or administrator.
- (d) This section does not authorize the transfer of a liquor license by an administrator or executor to the estate of a decedent.
- (e) The board may transfer a license to an executor or administrator only in the executor's or administrator's individual capacity.

**Applicable regulations:**

**3 AAC 305.615. Death of a sole licensee.**

- (a) Upon the death of an individual who is the sole owner of a license or the sole owner of the licensed entity, the business operating the license shall cease operation unless and until a personal representative of the estate files the following written documentation with the director:
  - (1) proof that the personal representative has authority to act on behalf of the licensee or the estate of the deceased; and
  - (2) a request to continue operations.
- (b) Upon the director's validation of the personal representative's authority licensee's estate and if the director has not filed or will not file an accusation seeking suspension or revocation of the license, the director will grant permission to operate the business upon the licensed premises as permitted under [AS 04.11.030](#). Under this subsection, permission to operate the business upon the licensed premises expires upon
  - (1) legal appointment of a different personal representative of the licensee's estate;
  - (2) approval of an application for transfer of the license submitted in accordance with [3 AAC 305.060](#); or
  - (3) license forfeiture in accordance with [AS 04.11.030\(b\)](#).
- (c) An application for transfer of a license from a deceased licensee must comply with the time limitations set out in [AS](#)

[04.11.030](#)(b). An applicant who fails to comply with the provisions of [AS 04.11.030](#)(b) forfeits the license unless the board approves a written request to extend the applicable deadline from the personal representative of the licensee's estate. If the board grants a deadline extension, the extension may not exceed the time reasonably necessary to close the affairs of the deceased individual, as determined by the board. A written request to extend the applicable deadline must

- (1) be submitted to the board before the applicable deadline expires; however, the board may approve a request that is submitted after the deadline if

- (A) there is good cause to approve the deadline extension; and

- (B) the license is still available for transfer; and

- (2) include an estimated length of time required for the extension from the personal representative and a description of the factors that support the requested time line.

- (d) In this section, "personal representative" includes an agent within the meaning given in [AS 13.06.050](#).

**Estate of Thomas East Wood**  
**Kyong S. Kim,**  
**Personal Representative**  
**3649 Roosevelt Dr.**  
**Frisco, TX 75034**

October 24, 2025

AMCO Alcohol & Marijuana Control Office  
550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501

*\*Sent via email to: [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov)*

**Re: Estate of Thomas East Wood**  
**Alaska Probate Case No. 3AN-25-01191PR**  
**AMCO License No. 2385**


To Whom It May Concern:

My name is Kyong S. Kim and I am the personal representative of the Estate of Thomas East Wood. The Estate owns the business W & W Trading, Inc., dba Party Time Food Mart, operating under liquor license no. 2385.

I am writing to the Alcohol & Marijuana Control Board to request an extension of time to submit a transfer application with respect to license no. 2385.

A copy of Thomas East Wood's death certificate and a copy of the court-issued Letters Testamentary, appointing me as personal representative of the Estate, accompany this letter.

Sincerely,

서명인:  
  
79C0D253895E40D...

Kyong S. Kim,  
Personal Representative of the  
Estate of Thomas East Wood

Encl. as stated

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA

THIRD JUDICIAL DISTRICT AT ANCHORAGE

In the Matter of the Estate )

Of )

Thomas East Wood, )

Deceased. )

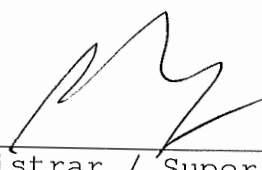
) Case No. 3AN-25- 01191 PR

**Letters Testamentary**  
**[AS 13.16.015 and AS 13.16.245]**

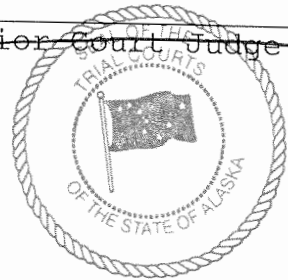
The Last Will and Testament of Thomas East Wood, having been admitted to probate, Kyong S. Kim is appointed personal representative of the estate.

7/18/2025

Date

  
Registrar / ~~Superior Court Judge~~

*Polley*



**ACCEPTANCE**

I, Kyong S. Kim, accept the duties and promise to perform the duties as required by law of the office of personal representative of the Estate of Thomas East Wood. I acknowledge my duty as personal representative to:

(1) Provide notice to heirs and devisees as required by Alaska Statute 13.16.360;

(2) Provide notice to creditors as required by law, publish notice to creditors as required by Alaska Statute 13.16.450, except as provided by Alaska Statute 13.16.690,

LETTERS TESTAMENTARY

Estate of Thomas East Wood; Case No. 3AN-25-\_\_\_\_\_PR

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and review and either accept or reject claims as required by Alaska Statutes 13.16.455 through 13.16.515;

(3) Take possession and control of the decedent's property as required by Alaska Statute 13.16.380, determine the liabilities of the estate, and complete an inventory as required by Alaska Statute 13.16.365;

(4) Pay homestead, exempt property, and family allowances as required by Alaska Statutes 13.12.401 through 13.12.405;

(5) Pay required state and federal taxes (income, property, estate);

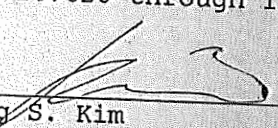
(6) Pay required costs of administering the probate, including any bond, and other claims as required by Alaska Statute 13.16.470;

(7) Advise the court in writing of my address and telephone number as required by Probate Rule 8;

(8) Wrap up the final business affairs of the person who died and distribute the assets of the estate to the persons entitled to them; and

(9) Close the estate as soon as appropriate as required by Alaska Statutes 13.16.620 through 13.16.670.

06-07-2024  
Date

  
Kyong S. Kim  
3649 Roosevelt Dr.  
Frisco, TX 75034

SHAFTTEL  
DELMAN, LLC  
1029 W. Third Ave.,  
Suite #600  
Anchorage, AK 99501  
(907) 276-6015  
(907) 278-6015 FAX  
E-MAIL:  
info@shaftellaw.com  
www.shaftellaw.com

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VERIFICATION

STATE OF Texas )  
COUNTY OF Tarrant ) ss.

Kyong S. Kim, being first duly sworn, deposes and says:  
I am the named personal representative in the foregoing  
document. I have read the foregoing document, know the  
contents thereof, and believe all the statements made in the  
document to be true.

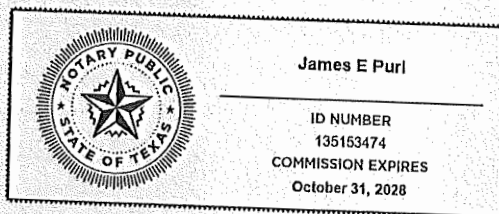
Kyong seek kim  
Kyong S. Kim  
3649 Roosevelt Dr.  
Frisco, TX 75034

SUBSCRIBED AND SWORN to before me this 7th day of  
June, 2025.

James E Purl

Notary Public in and for the  
State of Texas

My commission expires: 10/31/2028  
State of Texas



County of Tarrant

Sworn to and subscribed before me  
on 06/07/2025 by kyong seek kim.

Electronically signed and notarized online using the Proof platform.

SHAFTEL  
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I certify that on JUL 23 2025  
copies of this form were sent to: Carmuth-Hinchey  
CLERK: NB