



**LIQUOR CONTROL BOARD FOR HARFORD COUNTY, MD**

16 North Main Street, Bel Air, MD 21014

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[www.hclcb.org](http://www.hclcb.org)



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**REQUIREMENTS FOR  
NEW OPERATIONS – TRANSFERS – UPGRADES, ETC.  
BOARD RULE 2:22**

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Board Rule 2:22 of the *Rules & Regulations of the Harford County Liquor Control Board* requires:

- (a) Before any business shall be licensed or be eligible for transfer of an existing license, the business must be in operation and open to the public.
- (b) All required approvals (including but not limited to, Health Department, Fire Marshal, Planning & Zoning, clearance of all tax liabilities, etc.) must have been obtained prior to the hearing before the Board.
- (c) A copy of the Final Certificate of Occupancy permit must be filed with the Board.
- (d) If a Temporary Certificate of Occupancy permit is accepted for hearing, the Final Certificate of Occupancy must be submitted within the time period specified on the Temporary Certificate of Occupancy; otherwise, the license will be seized by the Board and held until a Final Certificate of Occupancy permit is provided.
- (e) Any new or transfer license approved by the Board must be paid for and picked up within 10 days of the effective date, or the license will be declared null and void as if never issued. A license is not considered valid until both the annual license fee has been paid, and the license picked up from the Board office. The Board may grant a reasonable extension for good cause shown in writing.