



**REQUIREMENTS FOR
NEW OPERATIONS – TRANSFERS – UPGRADES, ETC.
BOARD RULE 2:16**

Board Rule 2:16 of the *Rules & Regulations of the Harford County Liquor Control Board* requires:

- (1) Before any business shall be licensed or eligible for transfer of an existing license, said business must be in operation and open to the public.
- (2) Approvals from the Health Department, Fire Marshal, and Planning & Zoning (as well as any other required approvals) must have been obtained prior to hearing before the Board.
- (3) A copy of the FINAL Use and Occupancy permit must be filed with the Board office.
- (4) If a Temporary Use & Occupancy Permit is accepted for hearing, the Final U & O must be submitted within the time frame specified on the Temporary U & O; otherwise the License will be seized by the Board and held in the Board Office until such time as a Final Use & Occupancy permit is provided.
- (5) Any New or Transfer License approved by the Board must be paid for and picked up within 10 days of the effective date, or same shall be declared null and void as if never issued. For extenuating circumstances (in writing) the Board may grant an extension.