

## TRANSFER – ALL LICENSE TYPES

<b><u>EXPLANATION</u></b>	A license transfer is needed when the ownership of any type of license is changed.
<b><u>FEE</u></b>	<b>\$160</b> for the basic transfer of RB & RW & RL. There may be additional fees due; check with the Licensing Specialist before making payment.
<b><u>SCHEDULING</u></b>	From the time of receipt of application until City Council action is approximately four to six weeks.
<b><u>HOURS TO SELL</u></b>	See the "Hours to sell" section for the type of license being transferred for the operating hours.
<b><u>TERM</u></b>	See the "Term" section for the type of license being transferred for the license term.
<b><u>RESTRICTIONS</u></b>	See the "Restrictions" section for the type of license being transferred for restrictions. The current license holder must make their final sales tax payment before the license can be released to the new owner.
<b><u>CHECKLIST</u></b>	The first step for the applicant will be to complete page 1 of the Alcohol License Application Checklist and send both pages to the Licensing Specialist (contact information below).
<b><u>CONTACT</u></b>	Jamie Palmer, Licensing Specialist Licensing Office <a href="mailto:jpalmer@siouxfalls.org">jpalmer@siouxfalls.org</a> PO Box 7402 Sioux Falls, SD 57117-7402 (605) 367-8082 – phone (605) 367-7330 - fax
<b><u>WEBSITE</u></b>	<a href="http://www.siouxfalls.org">www.siouxfalls.org</a> Go to “Programs & Services” (gray toolbar) Choose “Licenses” (under Business) Choose “Alcoholic Beverage Licensing and Information” (listed on far right hand side under “Resources”)