



Before we file your TABC application

Fill in what you can, on screen or by hand, and send it back to us with the documents listed. This form consolidates TABC forms L-IA (Initial Application) and L-CERT (Required Certifications) so you only provide each item once. Calibre Licensing Services prepares the application, obtains every city, county, newspaper and Comptroller certification, and notarizes the signatures in-house. If you are missing something, leave it blank and we will help you get it.

Don't have an entity, DBA, EIN or sales tax permit yet? We file all of these as well. Just note it on the form and we will handle it before the TABC application.

1. Business & Location Information

Trade name of the location

The name on the sign (store, restaurant or bar name). No DBA / assumed name yet? We can file it.

Legal applicant (owner of the business)

Exact legal name of the LLC, corporation, partnership or individual. No entity yet? We can register it.

Type of owner

- | | | |
|--|--|--------------------------------------|
| ☐ LLC | ☐ Corporation | ☐ Partnership |
| ☐ Limited Partnership | ☐ Sole Proprietor | ☐ Other |

FEIN for the entity

Or SSN if applying as an individual. No EIN yet? We can apply for it.

Type of application

If not an original application, enter the current TABC license/permit number below.

- | | |
|---|---|
| ☐ Original | ☐ Reinstatement |
| ☐ Change of location | ☐ Change of trade name |

Existing TABC license/permit number

Primary business type at this location

- | | | |
|--|---|--|
| ☐ Convenience store | ☐ Grocery / market | ☐ Package store |
| ☐ Restaurant | ☐ Bar | ☐ Hotel / motel |
| ☐ Movie theater | ☐ Sporting arena | ☐ Civic center |
| ☐ Other | | |

What you plan to sell

We use this to select the correct permit (BQ, BF, P, Q, MB, BG, BE, FB, LH). You do not need to know the codes.

- | | |
|--|--|
| ☐ Beer & wine to go | ☐ Liquor to go |
| ☐ Beer & wine served on site | ☐ Mixed drinks / liquor on site |
| ☐ Late hours (after midnight) | ☐ Food service |

Sales & Use Tax permit number

Outlet number

☐ No sales tax permit yet: please file it for us



Does another business share the same premises?

☐ Yes ☐ No

If yes: its trade name and sales tax number

Is the location inside a hotel or motel?

☐ Yes ☐ No

If yes, attach a diagram of the premises.

Will the permit cover the entire address (the whole building)?

☐ Yes ☐ No

If no, attach a diagram of the licensed area.

2. Store Address

Store / location address (street number & name)

City

County

State

ZIP

Business phone

Alternate phone

Mailing address (if different from the store address)

Street address

City

State

ZIP

Best point of contact for this application

Name

Role (owner, manager, etc.)

Mobile phone

E-mail address

Best time to reach

3. Ownership Information

List every owner, officer, director, stockholder, member, manager or trustee with an interest in the business. Attach a page if you need more than three.

Person 1

Full legal name (last, first, middle)

Title

% owned / shares

Social Security Number

Date of birth (mm/dd/yyyy)

Role (officer, director, member, stockholder, trustee)

Person 2

Full legal name (last, first, middle)

Title

% owned / shares

Social Security Number

Date of birth (mm/dd/yyyy)

Role (officer, director, member, stockholder, trustee)



Person 3

Full legal name (last, first, middle)

Title

% owned / shares

Social Security Number

Date of birth (mm/dd/yyyy)

Role (officer, director, member, stockholder, trustee)

Has anyone listed above previously held a TABC license or permit?

☐ Yes ☐ No

Has any TABC license or permit held by anyone listed above ever been canceled?

☐ Yes ☐ No

If yes: explanation

4. Personal History Sheet (each officer and majority owner)

TABC requires a sworn **Personal History Sheet (Form L-PHS)** from every officer and majority owner, and from the spouse for BE and BG permits. It covers identification, residence and employment history for the past five years, citizenship status and personal investment. Please complete one per person and return it with this form. We notarize it at signing.

Download the form: [TABC Form L-PHS \(PDF\)](#) · All TABC forms: tabc.texas.gov/forms

☐ Personal History Sheet(s) attached, one per person

☐ Copy of each person's driver's license attached

5. Background Disclosures

Applies to every person listed in Section 3 and their spouse.

Has anyone listed, or their spouse, been finally convicted or received deferred adjudication for any of the following: a felony; prostitution; bookmaking; gambling or gaming; bootlegging; a vagrancy offense involving moral turpitude; dangerous drugs or controlled substances; firearms or a deadly weapon; drink solicitation; more than three Alcoholic Beverage Code violations relating to minors; a Code violation with a criminal fine of \$500 or more; or a civil-rights or discrimination violation?

☐ Yes ☐ No

If yes: who, the offense, and when the sentence, parole or probation ended

6. Property, Lease & Agreements

Who owns the property?

☐ An individual

☐ A business entity

☐ The applicant owns it

If the land and the building have different owners, list both.

Owner's full legal name or entity name

Date of birth (individual)

SSN or FEIN



Lease expiration date / renewal options

Monthly rent (\$)

Other fees owed to landlord (\$) and reason

Is there a sublease, concession, service or management agreement for this location?

☐ Yes ☐ No

Company name

FEIN

Expiration / options

Monthly fee (\$)

Principals of that company (names and SSN/FEIN)

Do you or anyone at the location operate under a franchise agreement?

☐ Yes ☐ No

If yes: do you keep exclusive control of the purchase, sale, service and brands of alcoholic beverages?

☐ Yes ☐ No

☐ Copy of the signed lease attached

☐ Copy of every sublease, concession, management or franchise agreement attached

☐ Copy of any other agreement that involves alcohol in any way attached

7. Financing of the Location

Total amount invested from all sources (\$)

Sources of funds (attach a page if more than three):

Name of person or company

Date of birth

SSN or FEIN

Terms

Amount (\$)

Name of person or company

Date of birth

SSN or FEIN

Terms

Amount (\$)

Name of person or company

Date of birth

SSN or FEIN

Terms

Amount (\$)

☐ Financing documents attached (loan agreements, promissory notes, bank statements or proof of funds, gift letters)

8. Location Measurements & Notices

Is the premises within 1,000 feet of a public or private school?

☐ Yes ☐ No

Is any property line within 300 feet of a residence or an established neighborhood association?

☐ Yes ☐ No

Houston and other cities over 1.5 million, on-premise permits only: is the business within 300 feet of a residence, church, school, day care or social service facility?

☐ Yes ☐ No

If yes: will 75% or more of revenue come from the sale of alcoholic beverages?

☐ Yes ☐ No

If yes to both, nearby tenants and property owners must be notified within five days of filing. We prepare the notice.

Sign posting: TABC requires a notice sign at the location for 60 days before certain permits are issued. We supply the sign and record the posting date.



☐ Floor plan or diagram of the premises attached (required if the permit does not cover the whole address, or for hotel/motel locations)

9. Food & Beverage Certificate

Restaurants and bars that serve food only (MB/FB, BG/FB, BE/FB). Skip if you will not serve food.

Projected
first-12-month
sales: Year

Alcohol sales (\$)

Food sales (\$)

Other sales (\$)

Total (\$)

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Hours of food service

Hours of alcohol sales (must be the same)

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How the location qualifies

- ☐ Restaurant: own permanent kitchen, commercial cooking equipment, multiple entrees
☐ Alcohol sales are 60% or less of total sales

- ☐ Menu with prices attached (or a list of food and beverages offered)
☐ List of kitchen equipment attached
☐ Floor plan attached showing food preparation/service areas and alcohol areas

10. Wholesalers, Distributors, Brewers, Distillers & Wineries

Only if applying for a BB, BC, BW, BP, D, G, J/JD, SD, W or X permit. Sections 1 through 8 still apply.

Brewpub (BP): will you sell your product directly to other retailers? ☐ Yes ☐ No

Brewpub (BP): will you sell to wholesalers or distributors? ☐ Yes ☐ No

Brewpub (BP): will you brew and package in quantities sufficient to operate a brewpub within 6 months of issuance? ☐ Yes ☐ No

Bonded warehouse (J / JD): do you provide services to permit holders other than storage? ☐ Yes ☐ No

Bonded warehouse (J / JD): is at least 50% of quarterly gross revenue from goods other than alcoholic beverages? ☐ Yes ☐ No

Bonded warehouse: other goods and commodities stored there

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Brewer (BW): will you brew and package malt beverages in Texas within the three-year period in bona fide manufacturer quantities? ☐ Yes ☐ No

Brewer (BW): will you contract-brew or use an alternating proprietorship with another brewery? ☐ Yes ☐ No

If yes: that brewery's TABC permit number, and whether your product is brewed at their location

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Brewer (BW): do you own a fee interest in a brewing facility?

If no, a Fee Interest Bond must be approved before issuance. We will prepare it.

☐ Yes ☐ No

Brewer (BW): TTB Brewer's Notice number (attach a copy)

Brewer, distiller/rectifier or winery: is any property line within 300 feet of a residence or neighborhood association?

☐ Yes ☐ No

Brewer, distiller/rectifier or winery: do you intend to sell for on-premise consumption?

If yes to both, every residential address and neighborhood association must be notified; a copy of the notice and the list of addresses is required.

☐ Yes ☐ No

Wholesaler (W): do you intend to sell malt liquor?

A territorial agreement from the manufacturer of each product is required.

☐ Yes ☐ No

Distributor (BB, BC, LP): do you have adequate building, storage, staff, delivery vehicles and rolling stock for every brand in your territory?

A territorial agreement from the manufacturer of each malt beverage product is required.

☐ Yes ☐ No

Winery (G): do you intend to operate on the permitted premises of another winery?

☐ Yes ☐ No

If yes: that winery's TABC permit number (attach a copy of its permit)

☐ Winery (G): copy of the approved federal Application to Establish and Operate a Wine Premises attached

☐ Territorial agreement(s) from manufacturer(s) attached

☐ TTB Brewer's Notice copy attached

A note on accuracy. Section 101.69 of the Texas Alcoholic Beverage Code makes a false statement on a TABC application a criminal offense. Please give us complete and accurate information; if anything is uncertain, tell us and we will work through it before filing.

Completed by (name)

Phone

Date

Questions while filling this in? Call **(346) 767-7855** or e-mail **info@calibretx.com**. We reply within 24 hours.