



Ohio Department of Commerce

Division of Liquor Control

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<http://www.com.ohio.gov/liqr>

Ted Strickland
Governor

Kimberly A. Zurz
Director

INSTRUCTIONS ON HOW TO UTILIZE OUR WEBSITE TO FIND AN OVERISSUED PERMIT AND USE THE SAFEKEEPING LIST IN ORDER TO FILE A ECONOMIC DEVELOPMENT TRANSFER APPLICATION

Find a list of those areas (taxing districts) that are over issued on our website (<http://www.liquorcontrol.ohio.gov/quota4.txt>). Taxing districts are identified by five numbers, the first two identify the county and the last three identify the municipality or township. Pursuant to ORC 4303.29(B)(3)(b) a permit may be transferred from a taxing district that is over issued to a taxing district where the quota is full and no openings are available. You can also view a list of those permits that are in safekeeping on the website.

To begin your search for available permit businesses, start by identifying those taxing districts that are over issued for the class(es) you are interested in. Next, go to the safekeeping list (<http://www.liquorcontrol.ohio.gov/liquor15.htm>) for that taxing district to see if there are any permit holders listed for the class you are interested. Those individuals are likely interested in selling their business as they no longer are in operation and can only renew there permit in safekeeping once. Once you have found a license to transfer as an economic development project ("TRES"), submit a TRES and Transfer of Ownership Application along with the appropriate documents as indicated on the back of the applications.

You can download both the TRES and Transfer Applications from our website at <http://www.liquorcontrol.ohio.gov/liquor12c04.htm>. In preparing your economic development proposal, it may be helpful to reference the suggested items on the back of the TRES application. The Division does request that the project have a letter of endorsement from the local legislative authority, Development Department or Commission be submitted with the application. A sample of both the TRES report and letter of endorsement from the local legislative authority is available at <http://www.liquorcontrol.ohio.gov/TRESLetter.pdf>.

Please contact me if I may be of further assistance, at (614) 644-2496.

Kelly Weitz
Administrative Assistant to
Deputy Superintendent Bruce D. Stevenson
Division of Liquor Control