

APPLICATION FOR ALTERATION PERMIT

INSTRUCTIONS: Complete Section I and take this form and a copy of your plans to the County of Hawai'i Department of Public Works, Building Division, for their response.

Section I. TO: Liquor Commission, County of Hawai'i

Pursuant to Rule 3-2-D-1, Rules and Regulations of the Liquor Commission of the County of Hawai'i, a request is hereby made for a proposed alteration to the licensed premises, which details are described as follows (include square footage & TMK):

Licensee: _____

dba: _____

By: _____

(Signature)

Name: _____

Title: _____

Date: _____

Phone No.: _____

E-Mail: _____

Section II. TO: Department of Public Works, Building Division

The licensee is requesting a review of the proposed change or alteration to their premises. Does your review indicate that a building permit is required?

Yes. Applicant to complete Section III.

No. Applicant to complete Section IV.

DPW By _____

(Signature)

Name: _____

Date: _____

Section III. To be completed if answer to Section II is "Yes."

Submit for Liquor Commission approval:

1. Application for Alteration Permit.
2. One set of building plans.
3. Copy of building permit.

Section IV. To be completed if answer to Section II is "No."

Submit to Department of Liquor Control:

1. Application for an Alteration Permit.
2. One set of building plans.

PERMIT

Your request for an alteration permit is approved effective _____.

A final inspection by the Department of Liquor Control is required prior to use of the altered area.

By _____

Director, Department of Liquor Control

Date: _____

Ratified by the Liquor Commission on:

Date: _____