



NATIONAL CAPITAL DISTRICT COMMISSION

Compliance Directorate

LICENSING DIVISION – LIQUOR

CHECKLIST

APPLICATION FOR RENEWAL OF LIQUOR LICENSE – PACKET

NOTE: APPLICATION WILL NOT BE ACCEPTED IF CHECKLIST IS INCOMPLETE.

No.	Document Name	Responsible	Enclosed/ Indicate	Notes	Office Use Only
01	Application Form No.5	NCDC		Completed, signed and dated	
	Certificate Business Name Registration	IPA		Valid	
	Certified Sea Going Vessel	National Maritime Safety Authority		Safety	
	Certified Overseas Ship	National Maritime Safety Authority		Safety	
	Name of Master /Captain of Vessel/ship	Applicant		To be confirmed by way of Letter	
	Statutory Declaration Form	Justice of Peace		All information, material particular are true and correct.	

Processed by: **Date:**//20.....
Customer Services Officer

Checked by: **Date:**//20.....
Co-ordinator Admin Services