TOWN OF KEARNY
OFFICE OF THE TOWN CLERK
PATRICIA CARPENTER, RMC
402 KEARNY AVENUE
KEARNY, NEW JERSEY 07032

ABC Liquor License Transfer Instructions

1. Transfer consent has to be notarized by the seller and returned to the Town Clerk's Office in order to receive a twelve-page application.

2. The twelve-page application should be filed in triplicate (all original signatures).

3. Each applicant has to answer a TOWN OF KEARNY questionnaire.

4. Application for Bulk Sale Permit. $75.00 fee is required if the transferee is purchasing the inventory (Check should be issued to NJ Division of ABC). No check necessary if not purchasing existing stock, but the form must be submitted. Completed Form must be filed with Transfer Application.

5. Each applicant should be fingerprinted and interviewed by the Kearny Police Department, for appointment call 201-998-1313.

6. The transfer fees should be filed with the application. State Fee $200.00. (Check should be issued to NJ Division of ABC). Town fee should be 10% of the yearly license fee for Person-to-Person Transfer and 10% Place to Place Transfer. 20% of annual license renewal Fee for both Person -to- Person and Place-to-Place Transfer (Check should be issued to Town of Kearny.)

7. Affidavit of Publication. Public notice must be published in the newspaper twice, one week apart, in The Observer, see enclosed instructions. (Newspaper copy should be filed with the Town Clerk.)

8. Disclosure Statement of applicant (source of funding) for License purchase.

9. Copy of Contract for sale of Liquor License.

10. Detailed Sketch of premises and proposed licensed area (including photo of outside of premises).

11. The current licensee (transferor) must obtain a Tax Clearance Certificate from the Division of Taxation before the license can be transferred.

12. Letter from Buyer's Attorney notifying Local Issuing Authority of closing date of License purchase.

13. Resolution of Transfer passed by issuing authority.

For more information call the Clerk's Office 201-283-5601.

License Transfer fees are as follow: Consumption (33) License: Renewal Fee $930.00; Transfer Fee $93.00; Distribution (44) License: Renewal Fee $720.00 Transfer Fee: $72.00.