NORTH CAROLINA
ALCOHOLIC BEVERAGE CONTROL COMMISSION
400 East Tryon Road
Raleigh, NC 27610
(919)779-0700 – FAX (919)662-3583
abc.nc.gov

ABC AIRPORT CENTRAL STORAGE PERMIT

An Airport Central Storage Permit is issued to the owner of a bonded storage warehouse and allows the permit holder to contract with retail permittees located in the airport to store and transport alcoholic beverages on behalf of the retail permittees. The airport must service airplanes boarding at least 150,000 passengers annually. The Airport Central Storage facility must be located on or within five (5) miles of the airport property. The portion of the permitted premises where the retail permittees' alcoholic beverages are stored shall be deemed an extension of the retail permittee's permitted premises for storage only.

INSTRUCTIONS AND REQUIRED DOCUMENTS: *(Forms are available at abc.nc.gov)*

A copy of the security clearance or documentation from the Transportation Security Authority (TSA) showing the security standards have been met is required.

1. Complete this application in its entirety. Please print clearly or type. The application must be signed and notarized.
2. The $400.00 permit fee must be submitted with the application and supporting documents. Payment must be by a certified check, cashier's check or money order made payable to the North Carolina ABC Commission or by credit card (Visa, Mastercard or Discover).
3. A black and white copy of each applicant's valid photo ID.
4. One fingerprint card for each applicant is required. The fingerprint card must be completed (signed and filled out). The $38.00 processing fee must be submitted by a certified check, cashier's check or money order made payable to the North Carolina ABC Commission. The fee may be combined with the permit fee.
5. A completed Authority for Release form must be included with each fingerprint card.
6. A copy of an executed lease or recorded deed, specifying the applicant (corporate/LLC name, if not an individual ownership or partnership). This document must include the address of the business or a legal description of the property. The lease or rental agreement must include the effective beginning date and duration of the agreement. Applicant must have possession of the property at the time the application is submitted.
7. A list of the retailers with whom you have contracted and a copy the contract.
8. A completed copy of the Local Government Opinion form signed by the appropriate official. Information on the designated official may be found on our website, using the search function in the "Local Government Opinion" section.
9. A completed copy of the Inspection / Zoning Compliance form signed by the appropriate officials.
10. A copy of the training certificate available upon completion of the training. Online training is available at abc.nc.gov/Training. A certificate or other written confirmation from an in-person training instructor is also acceptable.
11. A detailed diagram of the premises (may be hand drawn). The diagram must identify the area(s) for alcohol storage and the office or area in which records are kept.
12. Photographs of the front of the building, including entrance, and the interior of the business are required.
13. Corporations and LLC's must complete an Ownership Verification form.
14. A completed FEIN Verification form for all ownership types.
15. Corporations must include a copy of the Articles of Incorporation (registered with the NC Secretary of State with Active status).
16. LLC's must include a copy of the Operating Agreement and Articles of Organization (registered with the NC Secretary of State with Active status.
17. An out-of-state entity must also include a copy of the Certificate of Authority registered with the NC Secretary of State.

WHO MUST FILE:

INDIVIDUAL OWNERSHIP – Individual owner or sole proprietor is required to complete an application, fingerprint card, Authority for Release form and provide a copy of their valid identification, in addition to the other required documents. The lease/deed and other documents must be in the individual's name.

GENERAL PARTNERSHIP – Each partner is required to complete an application, fingerprint card, Authority for Release form and provide a copy of their valid identification, in addition to the other required documents. The lease/deed and other documents must be in the individuals' names.

CORPORATION – Each 25% or more stockholder and each officer (President, Vice-President, Secretary, Treasurer) is required to complete an application, fingerprint card, Authority for Release form and provide a copy of their valid identification, in addition to the other required documents. The lease/deed and other documents must be in the corporate name.
(For a corporation already holding permits and applying for an additional location under the same ownership entity, only one of the above persons or the site manager is required to complete an application and provide their valid ID, fingerprint card and Authority for Release form with the other required documents.) (If a new corporate officer is appointed with no change of ownership, the new officer must submit an application, fingerprint card, Authority for Release form and a copy of valid identification. They must also qualify for an ABC permit. No fee is required.)

LLC (LIMITED LIABILITY COMPANY): Each applicant submits a completed application, fingerprint card, Authority for Release form and provides a copy of their valid identification, in addition to the other required documents. The lease/deed and other documents must be in the LLC name.
Member-Managed LLC – All members owning a 25% or more interest must complete an application. If no one owns a 25% interest, the managing members must complete an application.
Manager-Managed LLC – All managers listed in the Operating Agreement, and all members owning a 25% or more interest, must submit a completed application.
(LLC already holding permits and applying for an additional location under the same ownership entity - only one of the above persons or the site manager is required to complete an application and provide their valid ID, fingerprint card and Authority for Release form with the other required documents.) (An LLC manager change with no change of ownership requires each new manager to complete an application and qualify for ABC permits. An updated Operating Agreement or Amendment is needed. Only the $38.00 fingerprint processing fee is required.)

LIMITED PARTNERSHIP – The general partner is required to submit a completed application, fingerprint card, Authority for Release form and provide a copy of their valid identification, in addition to the other required documents. The lease/deed and other documents must be in the Limited Partnership name.

NON-RESIDENTS (Individual or Partnership) – Each non-resident individual shall complete an application, a fingerprint card, Authority for Release form, and provide a copy of their valid identification. Additionally, a NC resident manager shall be appointed as attorney-in-fact for the business. This person shall also complete the required application. A certified copy of an executed power-of-attorney, which shall be registered in the county where the proposed licensed premises is located, shall be submitted with the application.

PERMIT REGISTRATION AND RENEWAL:

Permittees are responsible for the registration and renewal of permits each year.
This permit must be registered each year by May 1st. The notices, including information about payment(s) due, are usually sent by mail to permittees during the month of February.
This permit shall expire on April 30th each year and must be renewed. The renewal notices, including information about payment(s) due, are usually sent by mail to permit holders during the month of February.

ABC permits are issued based on location and ownership. A permit cannot be transferred from one location or ownership to another. If a business is relocated or ownership has changed, a new ABC permit application must be submitted.

FORWARD THIS APPLICATION, FEE(S) AND REQUIRED DOCUMENTS TO:

If sending USPS, Express Mail, FedEx or UPS:
NC ABC COMMISSION
400 EAST TRYON ROAD
RALEIGH, NC 27610

As an alternative for US Postal Service (regular delivery):
NC ABC COMMISSION
4307 MAIL SERVICE CENTER
RALEIGH, NC 27699-4307

Temp. #:
Fee Paid: _____
Date Rec'd: _____
Rec'd By:

NORTH CAROLINA
ALCOHOLIC BEVERAGE CONTROL COMMISSION
AIRPORT CENTRAL STORAGE PERMIT APPLICATION

Application #:
Approved: ☐ Rejected: ☐
By: _____
Date:

BUSINESS INFORMATION

Trade Name of Business: _____

Location Address: _____
Street Address | City | State | Zip Code

Mailing Address: _____
Street Address/Post Office Box | City | State | Zip Code

Type of Ownership:
☐ **Individual** — Owner must apply
☐ **Partnership** — Partners must apply
☐ **Corporation** — Officers and 25% or more shareholders must apply
☐ **Limited Liability Co.** — Members owning 25% or more must apply &managing member
☐ **Limited Partnership** — General Partner Must Apply

APPLICANT INFORMATION *(A separate application is required for each applicant.)*

Applicant's Full Name: _____
First (No abbreviations) | Middle | Last

Date of Birth: _____ **Soc. Sec. # - last 4** _____ **Email:** _____

Residential Address: _____
Street Address | City | State | Zip Code

Telephone Numbers: _____
Daytime | Business | Mobile | Fax

CORPORATIONS / LLC's *(A separate application is required for each applicant. An individual must represent a corporation or other entity.)*

Corporate/LLC/Company Name: _____

If a Corporation, position/title: ☐ **President** ☐ **Vice-President** ☐ **Secretary** ☐ **Treasurer** _____ **%** **Stockholder**

If 25% or more stockholder is another entity, name of entity: _____

The representative's position in above entity _____

If an LLC: ☐ **Member-Managed LLC** ☐ **Manager-Managed LLC**
(LLC's must provide a copy of the Operating Agreement)

If a Limited Partnership, Limited Partnership Name: _____

General Partner's Name: _____

It is a crime to make a false statement to obtain an ABC Permit.

I CERTIFY UNDER OATH OR AFFIRMATION THAT:

- The information on this application is correct to the best of my knowledge.
- I am not less than 21 years of age.
- I have not been convicted of a misdemeanor controlled substance offense nor an alcoholic beverage offense in the past two (2) years.
- I have not been convicted of a felony within the past three (3) years, and if convicted of a felony before then, I have had my citizenship restored.
- (Note: Conviction is defined as, "A person who has been "convicted" and found guilty or has entered a plea of guilty or nolo contendere, and for which a judgment has been entered.")
- I have not had an alcoholic beverage permit revoked within the past three (3) years.
- I understand that I can only engage in activities authorized by the N.C. ABC Laws for the permit issued.
- I understand that before any wine or malt beverage product is offered for sale in this state, the product and the label must be approved by the NC ABC Commission.
- I am not an officer, director or affiliate and have no financial interest in, nor do I receive from or pay any profits or salary to any N.C. retail malt beverage or wine outlet.

State of NC, County of _____

_____ _____
Signature of Applicant | **Date**

Sworn to and subscribed before me this the _____ **of** _____
Day | **Month** | **Year**

My Commission Expires: _____ _____
Date of Expiration | **Signature of Notary** *(or other person qualified by law to administer oaths)*

(NOTE: MUST BE STAMPED OR SEALED BY NOTARY)