

LIQUOR COMMISSION
CITY AND COUNTY OF HONOLULU
711 KAPIOLANI BOULEVARD, SUITE 600, HONOLULU, HAWAII 96813-5249
PHONE (808) 768-7300 • EMAIL liq-licensing@honolulu.gov
INTERNET ADDRESS: www.honolulu.gov/liq

Outside Warehouse Permit Application CHECKLIST

SUBMIT YOUR APPLICATION PACKET IN THE FOLLOWING ORDER:	Form Number	HLC Initial
<input type="checkbox"/> Notification of Authorized Agent (if applicable)	LIQ-LIC-106	
<input type="checkbox"/> Outside Warehouse Permit Application	LIQ-LIC-120	
<input type="checkbox"/> Outside Warehouse Statement of Understanding	LIQ-LIC-120A	
<input type="checkbox"/> Floor Plan Drawn to Scale Must include the proposed warehouse area outlined in "red". <input type="checkbox"/> Copy of Floor Plan Drawn to Scale and Reduced to 8-1/2"x11" Must include the proposed warehouse area outlined in "red". <i>Note: Warehouse space used for the storage of liquor shall be completely enclosed and separated from other merchandise.</i>		
<input type="checkbox"/> Provide a copy of the Lease Agreement including Terms and Conditions approving the use the warehouse premises		
<input type="checkbox"/> Zoning Clearance – Dept. of Planning & Permitting (808)768-8000 <u>or</u> Dept. of Hawaiian Homelands (808)620-9590 <input type="checkbox"/> If your business is located in the Kakaako/Kalaeloā Area, obtain Zoning Approval from HCDA (Hawaii Community Development Authority): (808)594-0300 Complete the HCDA Request for Zoning Clearance form http://dbedt.hawaii.gov/hcda/permits/ (Application can be submitted with Statement of Affirmation Form prior to receiving Zoning Clearance.) <input type="checkbox"/> If your business is located at Aloha Tower, obtain Zoning Approval from Aloha Tower Development Corporation: 79 S Nimitz Highway, Honolulu, Hawaii 96813 (808)587-3651	LIQ-LIC-122 LIQ-LIC-140 Statement of Affirmation (optional)	

Note: Any application that is inaccurate or incomplete will be returned.
No fee incurred for the Outside Warehouse Application Permit request.
For questions about forms, please email: liq-licensing@honolulu.gov