

Pima County Clerk of the Board

Julie Castañeda

Melissa Manriquez
Deputy Clerk

Administration Division
130 W. Congress, 5th Floor
Tucson, AZ 85701
Phone: (520)724-8449 • Fax: (520)222-0448

Document and Micrographics Mgt. Division
1640 East Benson Highway
Tucson, Arizona 85714
Phone: (520) 351-8454 • Fax: (520) 791-6666

September 19, 2017

Maria DeJesus Martin-Gourdin
Wild Garlic Grill
2725 N. Hopi Place
Tucson, AZ 85705

RE: Arizona Liquor License No.: 12104529
d.b.a. Wild Garlic Grill

Dear Ms. Martin-Gourdin:

Enclosed is a copy of the Affidavit of Posting relative to your Liquor License Application for a Series 12, Restaurant, which was received in our office on August 17, 2017. The Hearing before the Pima County Board of Supervisors has been scheduled for Tuesday, October 3, 2017, at 9:00 a.m. or thereafter, at the following location:

Pima County Administration Building
Board of Supervisors Hearing Room
130 W. Congress, 1st Floor
Tucson, AZ 85701

Should you have any questions pertaining to this matter, please contact this office at (520)724-8449.

Sincerely,

A handwritten signature in cursive script that reads "M. Manriquez, Deputy".

Julie Castañeda
Clerk of the Board

Enclosure



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

SEP 18 17 PM 02:43 PC CLK OF BD
 AFS

AFFIDAVIT OF POSTING

Date of Posting: 8-24-17 Date of Posting Removal: 9-15-17

Applicant's Name: Wild Garlic Grill
 Applicant's Name: Martin-Gourdin Maria DeJesus
Last First Middle

Business Address: 2870 E. Skyline Drive Tucson 85718
Street City Zip

License #: 12104529

I hereby certify that pursuant to A.R.S. 4-201, I posted notice in a conspicuous place on the premises proposed to be licensed by the above applicant and said notice was posted for at least twenty (20) days.

Armando Tenoreros #7694 Process Server 520-306-8603
Print Name of City/County Official Title Phone Number

[Signature] #7694 9-15-17
Signature Date Signed

Return this affidavit with your recommendations (i.e., Minutes of Meeting, Verbatim, etc.) or any other related documents. If you have any questions please call (602) 542-5141 and ask for the Licensing Division.



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TO: Development Services, Zoning Division

FROM: ~~Alina Bárcenas~~
Administrative Support Specialist Senior

DATE:

RE: Zoning Report - Application for Liquor License

Attached is the application of:

Maria DeJesus Martin-Gourdin
d.b.a. Wild Garlic Grill
2870 E. Skyline Drive
Tucson, AZ 85718

Arizona Liquor License No. 12104529
Series 12, Restaurant
New License
Person Transfer
Location Transfer

ZONING REPORT

DATE: 8/22/17

Will current zoning regulations permit the issuance of the license at this location?

Yes No

If No, please explain:

Pima County Zoning Inspector

When complete, please return to cob_mail@pima.gov

AUG 22 17 AM 10:57 PC CLK OF BD
ARB



17-23-9299

Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

DLIC USE ONLY

License # 12104529
Date Accepted: 8-16-17
CSR: AP

Application for Liquor License
Type or Print with Black Ink

APPLICATION FEE AND INTERIM PERMIT FEES (IF APPLICABLE) ARE NOT REFUNDABLE
A service fee of \$25 will be charged for all dishonored checks (A.R.S. § 44-6852)

SECTION 1 Type of License

- Interim Permit
New License
Person Transfer
Location Transfer (series 6, 7 and 9)
Probate/ Will Assignment/ Divorce Decree (No Fees)
Seasonal

SECTION 2 Type of Ownership

- J.T.W.R.O.S.
Individual
Partnership
Corporation
Limited Liability Co
Club
Government
Trust
Tribe
Other (Explain)

17 AUG 16 11:49 AM 2017

SECTION 3 Type of license

- Add Sampling Privilege for Series 9 and 10 only (Complete Sampling Privilege application)
Add Growler privileges (restaurant, series 12, license only. 300-foot restriction applies)

1.Type of License (restaurant, bar etc.): 12-RESTAURANT 2. LICENSE # (if issued): 12104529

SECTION 4 Applicants

- Agent's Name: MARTIN-COURDIN MARIA DE JESUS
Applicant/Licensee Name: W.F.C. LLC 121048857
Business Name (Doing Business As-DBA): WILD GARLIC GRILL 81037910
Business Location Address: 2870 E. SKINNE DR. TULSON AZ 85718 PIMA
Mailing Address: 2725 N. HOPI PL. TULSON AZ 85705
Business Phone: (520) 206-0014 Daytime Contact Phone: (520) 235-6723
Email Address: wildgarlicgrill@gmail.com
Is the Business located within the incorporated limits of the above city or town? No Pima Co.

Fees: Application 100, Interim Permit 100, Department Use Only 50, Finger Prints 22x2, Total of All Fees \$294.00
Is Arizona Statement of Citizenship & Alien Status for State Benefits complete? Yes

SECTION 5 Background Check

EACH PERSON LISTED MUST SUBMIT A QUESTIONNAIRE, FINGERPRINT CARD ALONG WITH \$22. PROCESSING FEE PER CARD.

1. If the applicant is an entity, not an individual, answer questions 1a-b.

a) Date Incorporated/Organized: 09/05/2012 State where Incorporated/Organized: Arizona
 b) AZ Corporation or AZ L.L.C. File No: L-17848355 Date authorized to do business in AZ 09/07/2012

2. List any individual or entity that own a beneficial interest of 10% or more and/or controls the license. If the applicant is owned by another entity, attach an organizational chart showing the ownership structure. Attach additional sheets as needed to disclose any controlling person, member, shareholder or general partner who owns a beneficial interest of 10% or more of the license.

Last	First	Middle	Title	%Owned	Mailing Address	City	State	Zip
WASTIN GORDON	MARIA	JESUS	MANAGER	100	2725 W. HOPE P.	TULSA	AZ	85105

(Attach additional sheet if necessary)

SECTION 6 Interim Permit

If you intend to operate business while your application is pending you will need an interim permit pursuant to A.R.S.§4-203.01 For approval of an interim permit:

- There **must** be a valid license of the same series issued to the current location you are applying for **OR**
- A Hotel/Motel license is being replaced with a restaurant license pursuant to A.R.S.§4-203.01 (A)

1. Enter license number currently at the location: 12103840
 2. Is the license currently in use? Yes No If no, how long has it been out of use? _____

I, (Signature) _____ declare that I am the CURRENT OWNER, AGENT, OR CONTROLLING PERSON on the stated license and location.

Attach a copy of the license currently issued at this location to this application.

NOTARY

State of Arizona }
 County of _____ } *SEE ATTACHED LEASE & (LANGUOR) LETTER*

On this _____ Day of _____ Month, 20____ before me personally appeared _____ (Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.

 Signature of NOTARY PUBLIC

(Affix Seal Above)

SECTION 7 Probate, Receiver, Bankruptcy Trustee, Assignment, or Divorce Decree of an existing liquor license ARS § 4-204

EACH PERSON LISTED MUST SUBMIT A QUESTIONNAIRE, FINGERPRINT CARD ALONG WITH \$22. PROCESSING FEE PER CARD.

1. Current Licensee's Name: _____
 (Exactly as it appears on the license) Last First Middle
 2. Assignee's Name: _____
 Last First Middle
 License Number: _____

ATTACH A COPY OF THE DOCUMENT THAT SPECIFICALLY ASSIGNS THE LIQUOR LICENSE TO THE ASSIGNEE.

SECTION 8 Government (for Cities, Towns or Counties only)

1. Government Entity: _____

2. Person/Designee: _____
Last First Middle Daytime Contact Phone #

A SEPARATE LICENSE MUST BE OBTAINED FOR EACH PREMISES FROM WHICH SPIRITUOUS LIQUOR IS SERVED.

SECTION 9 Person to Person – Current Licensee Information ARS§4-203(C), (D), (G)
(Bar and Liquor Stores only – Series 06, 07 and 09)

1. License #: _____

2. Current Agent Name: _____
Last First Middle

3. Current Licensee Name: _____
(Exactly as it appears on the license)

4. Current Business Name: _____
(Exactly as it appears on the license)

5. Current Daytime Phone: _____ Primary Email Address: _____

6. Does current licensee intend to operate the business while this application is pending? Yes No

7. I authorize the transfer of this license to the applicant: _____
Signature or Agent or Individual controlling person

NOTARY

State of Arizona)
County of _____)

On this _____ Day of _____, 20____ before me personally appeared _____
Day Month Year (Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.

Signature of NOTARY PUBLIC

(Affix Seal Above)

SECTION 10 Proximity to Church or School - Questions to be completed by 6, 7, 9, 10 and 12G applicants.

A.R.S. §4-207. (A) and (B) state that no **retailer's license** shall be issued for any premises which are at the time the license application is received by the director, within three hundred (300) horizontal feet of a church, within three hundred (300) horizontal feet of a public or private school building with kindergarten programs or grades one (1) through (12) or within three hundred (300) horizontal feet of a fenced recreational area adjacent to such school building.

The above paragraph DOES NOT apply to:

- a) Restaurants that do not sell growlers (A.R.S. §4-205.02) Series 12
- b) Hotel/motel license (A.R.S. §4-205.01) Series 11
- c) Microbrewery (A.R.S. §4-205.08) Series 3
- d) Craft Distillery (A.R.S. §4-205.10) Series 18
- e) Government license (A.R.S. §4-205.03) Series 5
- f) Playing area of a golf course (A.R.S. §4-207 (B)(5))
- g) Wholesaler/Distributor Series 4
- h) Farm Winery Series 13
- i) Producer Series 1

1. Distance to nearest School: _____ Name of School: _____
(If less than one (1) mile note footage)

Address: _____

2. Distance to nearest Church: _____ Name of Church: _____
(If less than one (1) mile note footage)

Address: _____

SECTION 11 Business Financials A.R.S. §4-202(F)

1. I am the:

- Tenant: a person who holds the lease of a property; a lessee.
- Sub-tenant: a person who holds a lease which was given to another person (tenant) for all or part of a property.
- Owner
- Purchaser
- Management Company

2. If the premises is leased give lessors:

Name: PLAZA COLONIAL, LLL c/o ROMANO REAL ESTATE
3400 E. VIA PALOMITA
 Address: TULSA, AZ 85710
Street City State Zip

3. What is the penalty if the lease is not fulfilled? \$ 15,000.00 or Other: LAUNDRY EQUIPMENT (SEL. DEPOSIT) REPOSSESSION

4. Total money borrowed for the Business not including lease? \$ 0 (CAPITAL CONTRIBUTION)

Please List Lenders/People you owe money to for business.

Last	First	Middle	Amount Owed	Mailing Address	City	State	Zip
<u>N/A</u>			<u>N/A</u>	<u>N/A</u>			

(Attach additional sheet if necessary)

5. Has a license or a transfer license for the premises on this application been denied by the state within the past year?

Yes No If yes, attach explanation.

6. Does any spirituous liquor manufacture, wholesaler, or employee have an interest in your business?

Yes No If yes, attach explanation.

SECTION 12 Diagram of Premises

Check ALL boxes that apply to your business:

Walk-up or drive-through windows

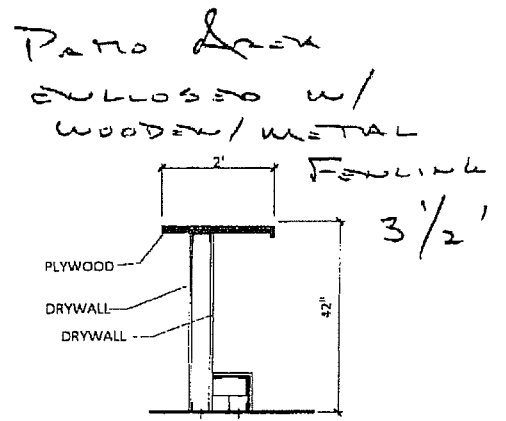
Patio: Contiguous Non-Contiguous within 30 feet

1. Is your licensed premises now closed due to construction, renovation or redesign or rebuild?

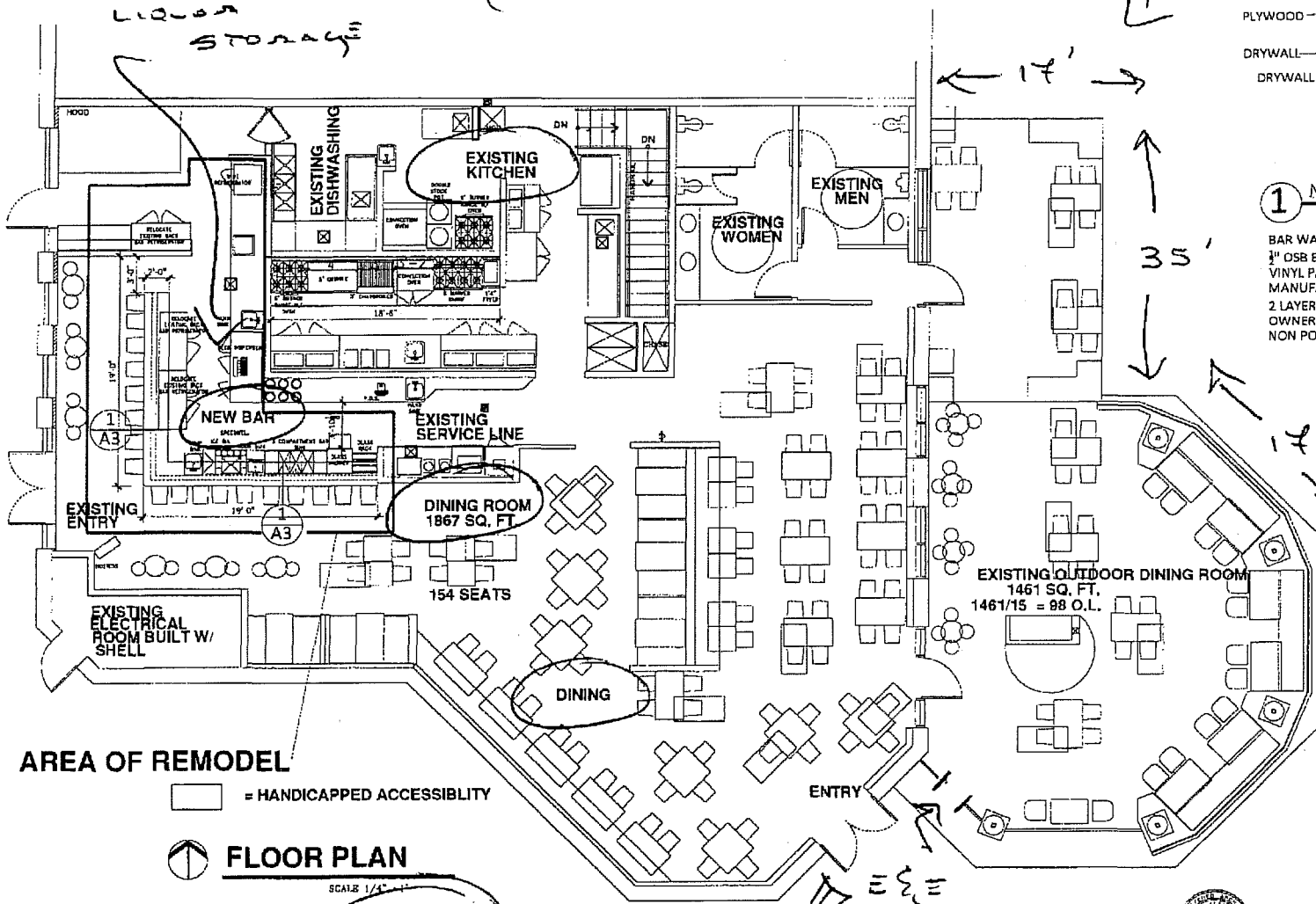
Yes No If yes, what is your estimated completion date? N/A

Please attach a diagram of the premises which clearly show only the areas where spirituous liquor will be sold, served, consumed, dispensed, possessed or stored. Include all entrances, exits, interior walls, bar areas, dining areas, dance floor, stage, game room and the kitchen. **DO NOT INCLUDE** parking lots, living quarters or areas where business is not conducted under this liquor license. When completing your premises diagram, please identify which orientation is North.

SECTION 12 CONT.
 "WILD GARLIC GRILL"
 1ST FLOOR



1 NEW BAR COUNTER
 BAR WALL - 20 GA 2 X 3 1/2" METAL STUDS @ 16" O.C.
 3/4" OSB EACH SIDE, FRP ON INSIDE
 VINYL PANELS - INSTALLED ACCORDING TO
 MANUFACTURERS SPECIFICATION ON CUSTOMER SIDE
 2 LAYERS OF 3/4" OSB ON TOP.
 OWNER TO INSTALL GRANITE ON TOP OR SIMILAR HARD
 NON POROUS SMOOTH SURFACE



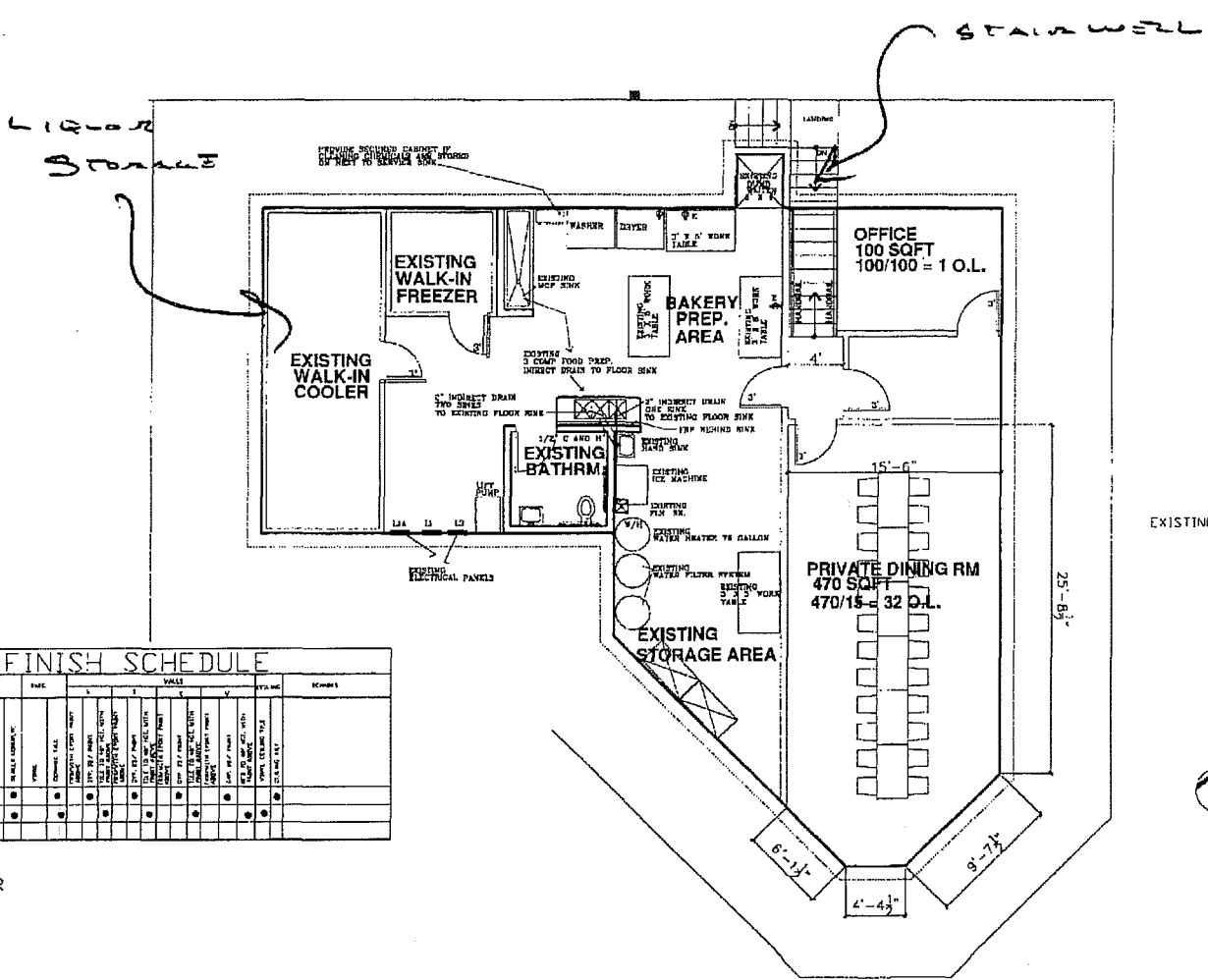
Patio Area
 45' Brick &
 Stone Wall

AREA OF REMODEL
 [Symbol] = HANDICAPPED ACCESSIBILITY
FLOOR PLAN
 SCALE 1/4" = 1'-0"
 TENANT SPACE = 3576 SQ. FT.

VVC DESIGN ARCHITECT 1920 N. CASSINI LN TUCSON, AZ. (520) 578-7040		
WILD GARLIC DRAWN BY: Y.C. REVISIONS:	DATE: 6/27/17	A3 SHEET 2

Handwritten signature

SECT. 12 CONT.
 "WILD GARLIC ARCH"
 Basement Floor Plan



EXISTING FINISHES APPROVED IN BASFMENT FOR EXISTING KITCHEN USE
 BASEMENT DINING ROOM 470/15 = 32 O.L.
 BASEMENT OFFICE WORK AREA 100/100 = 1 O.L.
 BASEMENT FOOD PREP./KITCHEN 500/200 = 3 O.L.
 BASEMENT STORAGE 567/500 = 2 O.L.
 TOTAL OCCUPANT LOAD = 38

ROOM FINISH SCHEDULE										
NO.	ROOM NAME	FLOOR	FINISH	1	2	3	4	5	6	7
1	BASMENT									
2	BATHROOM									

BASMENT
 ARMSTRONG MYLAR
 MODEL #1715

EXISTING
 BASEMENT
 FLOOR PLAN

SCALE 1/4" = 1'

VVC DESIGN
 ARCHITECT
 1820 N. GASSER LN
 TUCSON AZ. (520)575-7040

WILD GARLIC **A2**

DRAWN BY: V.L. DATE: 7/27/16 SHEET: 2 OF 2
 REVIEWED BY: _____

2. Provide the square footage or outside dimensions of the licensed premises. Please do not include non-licensed areas such as parking lots, living quarters, etc.

3. As stated in A.R.S. §4-207.01 (B), I understand it is my responsibility to notify the Department of Liquor Licenses and Control when there are changes to the service areas or the square footage of the licensed premises, either by increase or decrease.

[Handwritten Signature]
Applicants Initials

RESTAURANTS AND HOTELS/MOTELS ONLY

(IMPORTANT NOTE: A site inspection must be conducted prior to activation of the license. The fee of \$50.00 will be due and payable upon submitting this application.)

4a. Provide a detailed drawing of the kitchen and dining areas, including the locations of all kitchen equipment and dining furniture, these are required as part of the diagram. A.R.S. §4-205.02(C)

4b. Provide a restaurant operation plan.

SECTION 13 SIGNATURE BLOCK

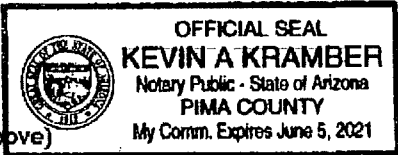
[Handwritten Signature]

I, (Signature) maria DE JESUS MARTIN - Coungin hereby declare that I am the Owner/Agent filing this application, I have read this document and verify the content and all statements are true, correct and complete, to the best of my knowledge.

NOTARY

State of Arizona }
County of Pima } County
On this 14TH Day of July 2017 before me personally appeared maria DE JESUS MARTIN - Coungin
Day Month Year (Print Name of Document Signer)

Whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be and acknowledged that he or she signed the above/attached document.



[Handwritten Signature]
Signature of NOTARY PUBLIC

A.R.S. §41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ, 85007-2934
 www.azliquor.gov
 (602) 542-5141

RESTAURANT OPERATION PLAN

DLLC USE ONLY LICENSE # 12104529

17 AUG 16 11am Lic. PH 251

1. Name of restaurant (Please print): WILD CORN CANN

2. List by Make, Model, and Capacity of your: (If you attached a legible copy of your equipment list, only provide the following items:)

Grill	
Oven	SEE
Freezer	ATTACHED
Refrigerator	EQUIPMENT
Sink	LISTS
Dish Washing Facilities	
Food Preparation Counter (Dimensions)	
Other	

3. Attach a copy of your full menu including prices (examples: Breakfast, Lunch, Dinner, and Nonalcoholic beverages).

4. List the seating capacity for:

- a. Restaurant dining area of your premises: (Do not include patio seating) [186]
- b. Bar area of your premises: [+ 19]
- c. Total dining and bar seating capacity of your premises: [= 205]

5. What Type of dinnerware and utensils are utilized within your restaurant?
 Reusable Disposable Both

6. Does your restaurant have a bar area that is distinct and separate from the dining area? YES No
(If yes, what percentage of the public floor space does this area cover?) 10 %

7. What percentage of your public premises is used primarily for restaurant dining?
(Do not include kitchen, bar, hi-top tables, or game area.) 90 %

8. Does your restaurant contain any games, televisions, or any other entertainment? YES No
 (If yes, specify what types and how many (examples: 4-TV's, 2-Pool Tables, 1-Video Game, etc.)

1-60" Flat Screen TV
6-45" Flat Screen TV's

9. Do you have live entertainment or dancing? YES No
 (If yes, what type and how often (example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

1- Solo Acoustic Guitarist (once/month)

10. Use space below to list how many employees for each position to fully staff your business.

Position	How many
Cooks	8
Bartenders	3/4
Hostesses	2
Managers	3
Servers	15
Other (Dishwasher)	4
Other (Bus Person)	2/3
Other ()	

I, MARIA DE JESUS MARTIN-GORDON, hereby declare that I am the APPLICANT filing this application.
 (Print full name)

I have read this application and the contents and all statements true, correct and complete.

x [Signature]
 (Signature of APPLICANT)

NOTARY

State of Arizona County of Pima

The foregoing instrument was acknowledged before me this 14th day of June 2021
 Day Month Year

My Commission Expires on: June 5, 2021
 Date

[Signature]
 Signature of Notary Public



	*	E12	20" X 20" STEAMER	IMPERIAL OR EQUAL	20" X 20"	120V-16A	
		E13	6-10" SOUP WARMERS	IMPERIAL OR EQUAL	10" DIAMETER	120V-12A	EACH
		E14	3- BURGERS	IMPERIAL OR EQUAL		120V-10A	ON COUNTER
	*	E15	60" DEH CASE (DESSERT)	IMPERIAL OR EQUAL	60" X 30"	120V-14A	
	*	E16	72" DEH CASE (LOW)	IMPERIAL OR EQUAL	72" X 30"	120V-14A	
		E17	HEAT LAMPS	IMPERIAL OR EQUAL		120V-15A	EACH ABOVE COUNTER
RE		E18	KEG COOLER	IMPERIAL OR EQUAL	59" X 30"	120V-12A	
		E19	BREAD WARMER DRAW	IMPERIAL OR EQUAL	36" X 24"	120V-13A	
		E20	WALK-IN FREEZER	IMPERIAL OR EQUAL	8' X 8'	220V-15A	IN BASEMENT
		E21	WALK-IN REFRIG	IMPERIAL OR EQUAL	24' X 9'	220V-12A	IN BASEMENT
		E22	LIFT PUMP WELL	IMPERIAL OR EQUAL	3' X 3'	220V-10A	IN BASEMENT
		E23	WATER HEATER 60 GAL	IMPERIAL OR EQUAL	36" DIAMETER	220V-30A	IN BASEMENT
		E24	700 LB ICE MACHINE	IMPERIAL OR EQUAL	60" X 30"	220V-30A	IN BASEMENT
		E25	BEVERAGE MACHINE (2)	IMPERIAL OR EQUAL	24" X 24"	120V-14A	
		E26	TEA AND COFFEE	IMPERIAL OR EQUAL	20" X 20"	120V-20A	
		E27	POS SYSTEM (3)	IMPERIAL OR EQUAL	24" X 24"	120V-3A	
		E28	WORKTOP FREEZER	IMPERIAL OR EQUAL	48" X 27"	120V-9A	
		E29	SANDWICH TABLE	IMPERIAL OR EQUAL	48" X 27"	120V-9A	
RE		E30	BACK BAR REFRIG (3)	IMPERIAL OR EQUAL	59" X 27"	120V-9A	
		E31	SUMP PUMP	IMPERIAL OR EQUAL	3' X 3'	220V-10A	IN BASEMENT

EQUIPMENT SCHEDULE				
ITEM	DESCRIPTION	MAKE	SIZE	COMMENTS
1	CUSTOM S/S TABLE			
2	36" X 24" SHELF			
3	CLEAN TABLE			
4	COUNTER			
5	POST MIX	IN BASEMENT		
6	SS PASS THRU SHELF			
7	BULK CO2	IN BASEMENT		
8	BAG IN BOX			
9	2' X 4' SHELVING			
10	32" X 60" WORK TABLE			
11				
12				

* = REMOVED EQUIPMENT
RE = RELOCATED EQUIPMENT

RE

P1	24" FOOD PREP. SINK INDIRECT TO MOP SINK	AMERICAN STANDARD OR EQUAL	24" X 24"	H & C	
P2	FOOD PREP. SINK W/ TABLE INDIRECT TO FLOOR SINK	AMERICAN STANDARD OR EQUAL	22" X 30"	H & C	
P3	DIRTY TABLE W/ PRERINSE INDIRECT TO FLOOR SINK	AMERICAN STANDARD OR EQUAL	7" X 30"	H & C	WASTE TO GREASE INTERCEPTOR
P4	LOW TEMP DISHWASHER INDIRECT TO FLOOR SINK	AMERICAN STANDARD OR EQUAL	30" X 30"	H & C	WASTE TO GREASE INTERCEPTOR
P5	3 COMPARTMENT SINK 1 INDIRECT TO FLOOR SINK	AMERICAN STANDARD OR EQUAL	96" X 30"	H & C	WASTE TO GREASE INTERCEPTOR
P6	HAND SINKS (4)	AMERICAN STANDARD OR EQUAL	16" X 16"	H & C	3 IN KITCHEN 1 IN BAR AREA
P7	FLOOR SINKS (5)	AMERICAN STANDARD OR EQUAL	18" X 18"		3 IN KITCHEN, 1 IN BAR 1 IN BASEMENT
P8	MOP SINK (2)	AMERICAN STANDARD OR EQUAL	24" X 24" 30" X 50"	H & C	1 IN KITCHEN 1 IN BASEMENT
P9	3 COMPARTMENT SINK 3 INDIRECT TO FLOOR SINK	AMERICAN STANDARD OR EQUAL	60" X 27"	H & C	BAR AREA
P10	WATER HEATER	AMERICAN STANDARD OR EQUAL	80 GAL		ELECTRIC IN BASEMENT
P11	LIFT PUMP WELL				ELECTRIC IN BASEMENT
P12	URINAL (1)	AMERICAN STANDARD OR EQUAL		C	
P13	LAVATORIES (4)	AMERICAN STANDARD OR EQUAL		H & C	
P14	WATER CLOSETS (4)	AMERICAN STANDARD OR EQUAL		C	
P14	ICE MACHINE			C	
P15	BEVERAGE/TEA/COFFEE			C	
P16	LIFT PUMP WELL				

EXISTING GAS EQUIPMENT

ITEM	DESCRIPTION	MAKE	SIZE	BTUH
	GAS			
G1	DBL STACK CONV. OVEN	AMERICAN OR EQUAL	42" X 30"	150,000 BTUH
G2	60" BURNER W/STOVE	SUPERIOR OR EQUAL	60" X 32"	240,000 BTUH
G3	48" CHEESE MELTER	SUPERIOR OR EQUAL	48" X 24"	80,000 BTUH
G4	48" GRIDDLE	DCS OR EQUAL	48" X 30"	110,000 BTUH
G5	42" CHARBROILER	IMPERIAL OR EQUAL	42" X 30"	110,000 BTUH
G6	2 16" X 34" DOUBLE STOCK POT BURNER	IMPERIAL	2 AT 16" X 34"	2 AT 110,000 BTUH
G7	1 - 40 LB FRYER	DCS OR EQUAL	16" X 32"	2 AT 110,000 BTUH
G8	24" GRIDDLE WITH OVEN	IMPERIAL OR EQUAL	24" X 30"	110,000 BTUH
G9	36" RANGE WITH OVEN	IMPERIAL	36" X 30"	180,000 BTUH



Arizona Department of Liquor Licenses and
Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

RECORDS REQUIRED FOR AUDIT
Applies to Series 11 (Hotel/Motel W/Restaurant) & Series 12 (Restaurant) Only

MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH YOUR DLLC RECORDS

In the event of an audit, you will be asked to provide to the Department any documents necessary to determine compliance with A.R.S. §4-205.02(G). Such documents requested may include however, are not limited to:

1. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
2. A list of **all** food and liquor vendors
3. The restaurant menu used during the audit period
4. A price list for alcoholic beverages during the audit period
5. Mark-up figures on food and alcoholic products during the audit period
6. A recent, **accurate** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
7. Monthly Inventory Figures - beginning and ending figures for food and liquor
8. Chart of accounts (copy)
9. Financial Statements-Income Statements-Balance Sheets
10. General Ledger
 - A. Sales Journals/Monthly Sales Schedules
 - 1) Daily sales Reports (to include the name of each waitress/waiter, bartender, etc. with sales for that day)
 - 2) Daily Cash Register Tapes - Journal Tapes and Z-tapes
 - 3) Dated Guest Checks
 - 4) Coupons/Specials/Discounts
 - 5) Any other evidence to support income from food and liquor sales
 - B. Cash Receipts/Disbursement Journals
 - 1) Daily Bank Deposit Slips
 - 2) Bank Statements and canceled checks
11. Tax Records
 - A. Transaction Privilege Sales, Use and Severance Tax Return (copies)
 - B. Income Tax Return - city, state and federal (copies)
 - C. Any supporting books, records, schedules or documents used in preparation of tax returns
12. Payroll Records
 - A. Copies of all reports required by the State and Federal Government
 - B. Employee Log (A.R.S. §4-119)
 - C. Employee time cards (actual document used to sign in and out each work day)
 - D. Payroll records for all employees showing hours worked each week and hourly wages

13. Off-site Catering Records (must be complete and separate from restaurant records)

- A. All documents which support the income derived from the sale of food off the license premises.
- B. All documents which support purchases made for food to be sold off the licensed premises.
- C. All coupons/specials/discounts

The sophistication of record keeping varies from establishment to establishment. Regardless of each licensee's accounting methods, the amount of gross revenue derived from the sale of food and liquor must be substantially documented.

REVOCAION OF YOUR LIQUOR LICENSE MAY OCCUR IF YOU FAIL TO COMPLY WITH A.R.S. §4-210(A)7 AND A.R.S. §4-205.02(G).

A.R.S. §4-210(A)7

The licensee fails to keep for two years and make available to the department upon reasonable request all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of spirituous liquors and, in the case of a restaurant or hotel-motel licensee, all invoices, records, bills or other papers and documents relating to the purchase, sale and delivery of food.

A.R.S. §4-205.02(G)

For the purpose of this section:

- 1. "Restaurant" means an establishment which derives **at least forty percent (40%)** of its gross revenue from the sale of food
- 2. "Gross revenue" means the revenue derived from all sales of food and spirituous liquor on the licensed premises, regardless of whether the sales of spirituous liquor are made under a restaurant license issued pursuant to this section or under any other license that has been issued for the premises pursuant to this article.

NOTARY

I, (Print Full Name) MARIA DE JESUS MARTIN-COURTIN, have read and understand all aspects of this statement

X (Signature) [Handwritten Signature]
Controlling Person/ Agent

State of Arizona County of Pima
the foregoing instrument was acknowledged before me this

14TH of August 2017
Day Month Year

My commission expires on: June 5, 2021

[Handwritten Signature]
Signature of NOTARY PUBLIC



MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH RECORDS REQUIRED BY THE STATE