

Pima County Clerk of the Board

Melissa Manriquez

Katrina Martinez
Deputy Clerk

Administration Division
33 N. Stone Avenue, Suite 100
Tucson, AZ 85701
Phone: (520)724-8449 • Fax: (520)222-0448

Management of Information & Records Division
1640 East Benson Highway
Tucson, Arizona 85714
Phone: (520) 351-8454 • Fax: (520) 791-6666

March 10, 2023

Jose Gabriel Contreras
Amelia's Mexican Kitchen
5851 N. Oracle Road
Tucson, AZ 85704

RE: Arizona Liquor License Job No.: 230374
d.b.a. Amelia's Mexican Kitchen

Dear Mr. Contreras:

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 February 14, 2023. The Hearing before the Pima County Board of Supervisors has been scheduled for Tuesday, April 4, 2023, 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 black ink that reads "Melissa Manriquez".

Melissa Manriquez
Clerk of the Board

Enclosure



POSTING

Job# _____
DLLC use only

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

Date of Posting: 2 / 17 / 23

Date of Posting Removal: 3 / 9 / 23

Applicant's Name: Amelia's Mexican Kitchen
Contreras Jose Gabriel
Last First Middle

Business Address: 5851 N. Oracle Road Tucson 85704
Street City Zip

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.

Brian J. Rutledge Process Server PCSD 520-301-1212
Print Name of City/County Official Title Phone Number

B. J. Rutledge 3-9-2023 BR
Signature 2-17-23
Date Signed

Return this affidavit with your recommendations 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: Divina Echanove
Administrative Support Specialist Senior

DATE: February 15, 2023

RE: Zoning Report - Application for Liquor License

Attached is the application of:

Jose Gabriel Contreras
Amelia's Mexican Kitchen
5851 N. Oracle Road
Tucson, AZ 85704

Arizona Liquor License Job No. 230374
Series 12, Restaurant
New License
Person Transfer
Location Transfer

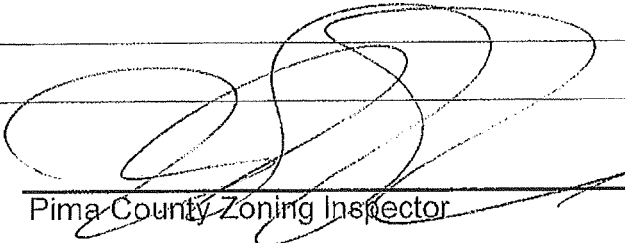
ZONING REPORT

DATE: 2/22/23

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

2023 FEB 22 10:06 AM

23-06-9484

State of Arizona
Department of Liquor Licenses and Control

Created 02/10/2023 @ 11:33:12 AM

Local Governing Body Report

LICENSE

Number: Type: 012 RESTAURANT
Name: AMELIA'S MEXICAN KITCHEN
State: Pending
Issue Date: Expiration Date:
Original Issue Date:
Location: 5851 N ORACLE ROAD
TUCSON, AZ 85704
USA
Mailing Address: 5851 N ORACLE ROAD
TUCSON, AZ 85704
USA
Phone: (520)350-7406
Alt. Phone: (520)282-9787
Email: INFO@AMELIASFOOD.COM

AGENT

Name: JOSE GABRIEL CONTRERAS
Gender: Male
Correspondence Address: 5851 N ORACLE ROAD
TUCSON, AZ 85704
USA
Phone: (520)282-9787
Alt. Phone:
Email: INFO@AMELIASFOOD.COM

OWNER

Name: AMELIA'S MEXICAN KITCHEN LLC
Contact Name: JOSE GABRIEL CONTRERAS
Type: LIMITED LIABILITY COMPANY
AZ CC File Number: 23270812 State of Incorporation: AZ
Incorporation Date: 09/12/2021
Correspondence Address: 5851 N ORACLE ROAD
TUCSON, AZ 85704
USA
Phone: (520)282-9787
Alt. Phone:
Email: INFO@AMELIASFOOD.COM

Officers / Stockholders

FEB 14 2023 04:55 PM CLK OF ED

(K)

Name:
JOSE GABRIEL CONTRERAS

Title:
Manager-LLC

% Interest:
100.00

**AMELIA'S MEXICAN KITCHEN LLC - Manager-
LLC**

Name: JOSE GABRIEL CONTRERAS
Gender: Male
Correspondence Address: 5851 N ORACLE ROAD
TUCSON, AZ 85704
USA
Phone: (520)282-9787
Alt. Phone:
Email: INFO@AMELIASFOOD.COM

MANAGERS

Name: JOSE GABRIEL CONTRERAS
Gender: Male
Correspondence Address: 5851 N ORACLE ROAD
TUCSON, AZ 85704
USA
Phone: (520)282-9787
Alt. Phone:
Email: INFO@AMELIASFOOD.COM

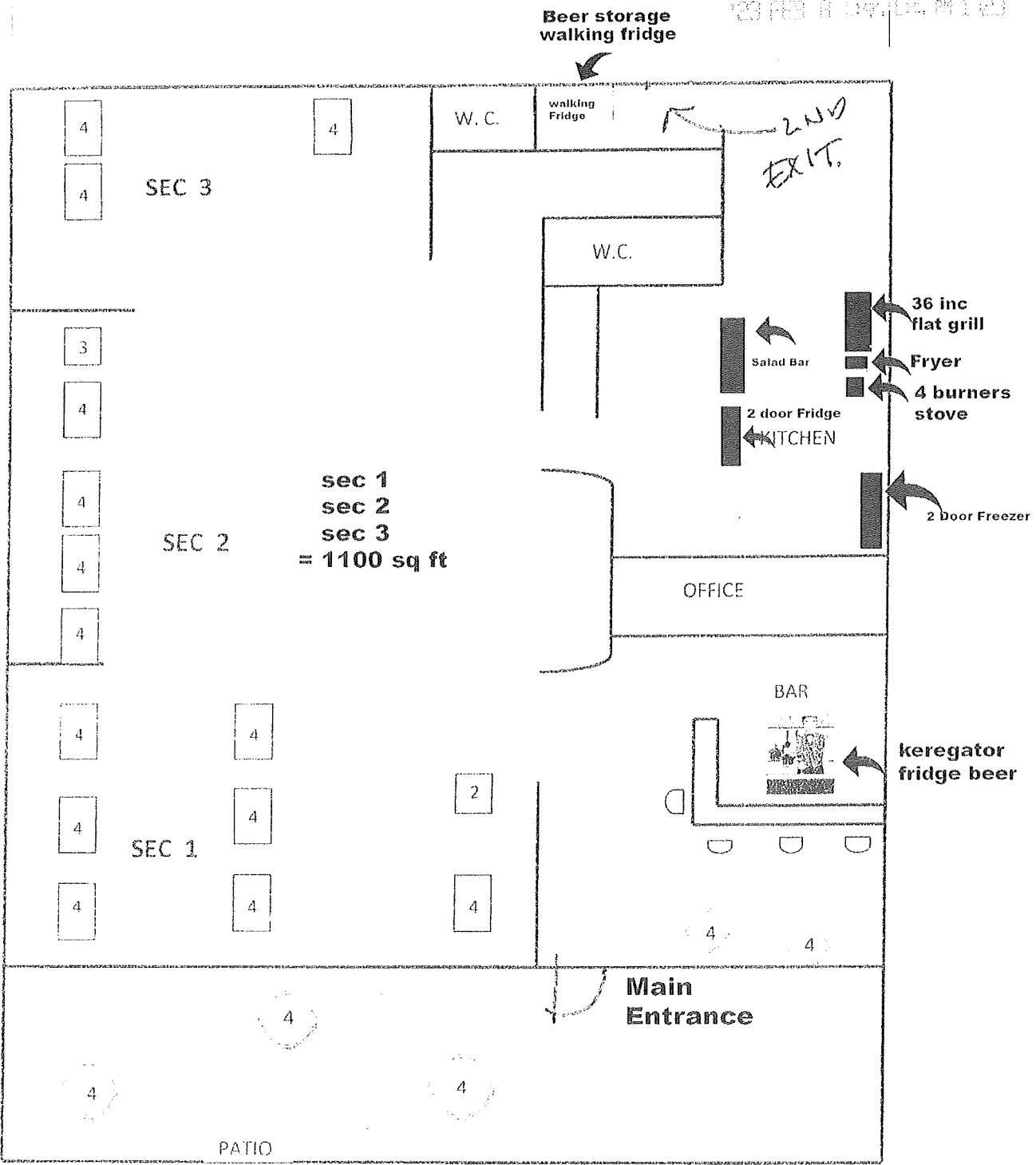
APPLICATION INFORMATION

Application Number: 230374
Application Type: New Application TA
Created Date: 02/01/2023

QUESTIONS & ANSWERS

012 Restaurant

- 1) Are you applying for an Interim Permit (INP)?
No
- 2) Are you one of the following? Please indicate below.
Property Tenant
Subtenant
Property Owner
Property Purchaser
Property Management Company
Property Tenant
- 3) Is there a penalty if lease is not fulfilled?
No
- 4) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 5) What is the total money borrowed for the business not including the lease?
Please list each amount owed to lenders/individuals.
NONE
- 6) Are there walk-up or drive-through windows on the premises?
No
- 7) Does the establishment have a patio?
Yes
Is the patio contiguous or non-contiguous (within 30 feet)?
CONTIGUOUS
- 8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No
- 9) What type of business will this license be used for?
RESTAURANT



west

south

north

East



RESTAURANT/HOTEL/MOTEL OPERATION PLAN

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with **Black Ink**

1. Name of restaurant (Please print): Amelia's Mexican Kitchen

2. Must indicate the equipment below by Make, Model, and Capacity:

LIST ONLY THE FOLLOWING - NO ATTACHMENTS

Grill	1 grill 36 inch
Oven	
Freezer	(1) 2 door freezer
Refrigerator	(1) 2 door fridge
Sink	1 3 compartent sink
Dish Washing Facilities	
Food Preparation Counter (Dimensions)	1 salad bar
Other	1 fryer, 1 stove 4 burners

3. Attach a copy of your FULL menu with pricing **INCLUDING NON-ALCOHOLIC BEVERAGES**

4. What percentage of your public premises is used primarily for restaurant dining?

(Do not include kitchen, bar, hi-top tables, or game area.) 100 %

5. 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?) _____ %

6. List the **seating capacity** for:

a) Restaurant dining area of your premises: [62]

(DO NOT INCLUDE PATIO SEATING)

b) Bar area [+ 12]

TOTAL [= 74]

7. What type of dinnerware is primarily used in your restaurant?

Reusable

Disposable

Both

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.)

4 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.)

10. List number of employees for each position:

Position	How many
Cooks	1
Bartenders	1
Hostesses	1
Managers	1
Servers	4
Other ()	
Other ()	
Other ()	

I, (Print Full Name) Jose Gabriel Contreras, hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: _____

Jose Gabriel Contreras



RECORDS REQUIRED
FOR AUDIT
RESTAURANT/HOTEL/MOTEL

Arizona Dept. of Liquor Licenses and Control
800 W. Washington St. 5th Floor Phoenix, AZ 85007
(602) 542-5141

Type or Print with Black Ink

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. Name of restaurant (Please print): Jose Gabriel Contreras Amelins Mexican Kitchen
2. All invoices and receipts for the purchase of food and spirituous liquor for the licensed premises.
3. A list of **all** food and liquor vendors
4. The restaurant menu used during the audit period
5. A price list for alcoholic beverages during the audit period
6. Mark-up figures on food and alcoholic products during the audit period
7. A recent, **accurate** inventory of food and liquor (taken within two weeks of the Audit Interview Appointment)
8. Monthly Inventory Figures - beginning and ending figures for food and liquor
9. Chart of accounts (copy)
10. Financial Statements-Income Statements-Balance Sheets

11. 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

12. 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

13. Payroll Records

100 FEB 1 11 49 AM '09

- 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

14. 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.

I, (Print Full Name) Jose gabriel Contreras, hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: Jose G

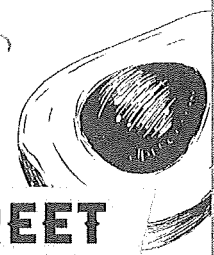
MAKE A COPY OF THIS DOCUMENT AND KEEP IT WITH RECORDS REQUIRED BY THE STATE

FRESH INGREDIENTS

Amelia's

MEXICAN KITCHEN

QUESEBIRRIAS
BEST IN TOWN



BURROS Y CHIMICHANGAS

Enchilada style RED OR GREEN

WRAPPED BURRITO WITH RED RICE, REFRIED BEANS, SOUR CREAM, PICO DE GALLO & GUACAMOLE

CHIMI STYLE + \$1 DLLS. ENCHILADA STYLE + \$1 DLLS.

- FISH  \$13.99
- SHRIMP  \$14.99
- CARNE ASADA \$10.99
- CARNITAS \$8.99
- CHICKEN GRILLED \$8.99
- CHICKEN HABANERO \$8.99
- PASTOR \$8.99
- GROUND BEEF ADD MEAT \$2.99 \$8.99
- FAJITA VEGGIES ADD MEAT \$2.99 \$7.99
- BIRRIA \$9.99
- BEANS & CHEESE BURRITO \$4.99
(only beans & cheese)



SALADS ENSALADAS

- RANCH SALAD \$5.99
 - CESAR SALAD \$5.99
- (add chicken or steak only \$2.99)

CHILES RELLENOS

with ranchero sauce on top

- 2 CHILE RELLENO \$10.99 with rice & beans
- 1 CHILE RELLENO \$9.99 with rice & beans

CEVICHE

SHRIMP CEVICHE \$10.99
DICED CUBES OF RAW MARINATED SHRIMP, MARINATED ON A LIME JUICE WITH CHIPS & AVOCADO.

NACHOS

WITH NACHO CHEESE REFRIED BEANS, PICO DE GALLO GUACAMOLE & SOUR CREAM

- ANY MEAT \$11.99
- BIRRIA
- CARNITAS
- CHICKEN GRILLED
- CHICKEN HABANERO
- GROUND BEEF
- PASTOR
- CARNE ASADA



STREET TACOS

WHITE CORN TORTILLA 4" WITH WHITE ONIONS & CILANTRO

- CARNE ASADA \$2.95
- CARNITAS \$2.90
- CHICKEN GRILLED \$2.90
- CHICKEN HABANERO \$2.90
- GROUND BEEF \$2.90
- BIRRIA \$2.95
- PASTOR \$2.90
- VEGGIE \$2.80
- BEER BATTERED FISH \$3.20
- BEER BATTERED SHRIMP \$3.40
(Cabbage & Pico de Gallo)

WINGS

- BUFFALO
 - BBQ
 - MANGO HABANERO
 - TERIYAKI
- (6) \$7.99 (12) \$15.99

SIDES

- SPANISH RICE \$2.85
- REFRIED BEANS \$2.85
- BLACK BEANS \$2.85
- FRENCH FRIES \$4.99
- TORTILLA SOUP \$8.99
- CHOCO FLAN \$4.75

QUESABIRRIAS

WHITE CORN TORTILLA 5"

TORTILLA FILLED WITH THE STEW'S TENDER JUICE MEAT THE TORTILLA ARE DIPPED IN THE LITTLE SOUP TO THE TOP OF BIRRIA

- QUESABIRRIA TACO \$3.95
- 1 QUESABIRRIA WITH CALDO \$6.25
- 2 QUESABIRRIAS WITH CALDO \$9.75
- RAMEN BIRRIA SOUP \$8.99
- 1 QUESABIRRIA & RAMEN SOUP \$11.99
- BIRRIA SOUP (side Corn Tortillas) \$11.99
- 2 QUESABIRRIA RICE & BEANS \$12.99 WITH CALDO INCLUDED

TAMALES

ADD RED OR GREEN ENCHILADA SAUCE \$1 DL

- 2 BEEF TAMALES \$11.99 with rice & beans
- 1 BEEF TAMAL \$9.99 with rice & beans
- VEGETERIAN SPINACH TAMALES
- 2 SPINACH TAMALES \$9.99 with rice & beans
- 1 SPINACH TAMALES \$8.99 with rice & beans

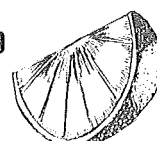
MINI CHIMIS

6 MINI CHIMIS WITH GUACAMOLE PICO DE GALLO & SOUR CREAM

- CHICKEN \$9.99
- BIRRIA \$10.99
- BEANS & CHZ \$8.99



- QUESADILLA \$6.99
- NUGGETS & FRIES \$7.99
- FRIES \$4.99



DRINKS

MEXICAN GLASS SODA \$2.50

Fanta, coke, Sprite & Fanta

AGUAS FRESCAS Handmade

HORCHATA, JAMAICA, PINA

24oz \$2.95 32oz \$

WATER \$1.50

ESTABLISHED 1984