



# Pima County Clerk of the Board

Julie Castañeda

Melissa Manriquez  
Deputy Clerk

Administration Division  
130 W. Congress, 5<sup>th</sup> Floor  
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

June 28, 2019

David Ying Lin  
Panda House  
230 W. Continental Road, No. 420  
Green Valley, AZ 85622

RE: Arizona Liquor License Job No.: 66378  
d.b.a. Panda House

Dear Mr. Lin:

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 June 5, 2019. The Hearing before the Pima County Board of Supervisors has been scheduled for Tuesday, August 6, 2019, 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, appearing to read "Julie Castañeda".

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

**AFFIDAVIT OF POSTING**

Date of Posting: 06-07-19

Date of Posting Removal: 06-27-19

Applicant's Name: **Panda House**  
Lin David Ying  
Last First Middle

Business Address: 230 W. Continental Road, No. 420 Green Valley 85622  
Street City Zip

License #: 66378

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.

JUN 28 19 09 43 PCD/KCF/HD  
AR3

Greg Conn Process Server 520-283-6320  
Print Name of City/County Official Title Phone Number

[Signature] 06-27-19  
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: Bernadette Russell *BR*  
Administrative Support Specialist Senior  
DATE: 6/5/19  
RE: Zoning Report - Application for Liquor License

Attached is the application of:

David Ying Lin  
d.b.a. Panda House  
230 W. Continental Road, No. 420  
Green Valley, AZ 85622

Arizona Liquor License Job No. 66378  
Series 12, Restaurant  
New License   
Person Transfer  
Location Transfer

ZONING REPORT

DATE: 6/6/19

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

Yes  No

If No, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*[Handwritten Signature]*  
\_\_\_\_\_  
Pima County Zoning Inspector

When complete, please return to [cob\\_mail@pima.gov](mailto:cob_mail@pima.gov)

JUN0619M0301 PCD KLF RR *(BR)*

19-19-9366

State of Arizona  
Department of Liquor Licenses and Control

Created 06/04/2019 @ 10:46:21 AM

Local Governing Body Report

**LICENSE**

Number:		Type:	012 RESTAURANT
Name:	PANDA HOUSE		
State:	Pending		
Issue Date:		Expiration Date:	
Original Issue Date:			
Location:	230 W CONTINENTAL ROAD #420 GREEN VALLEY, AZ 85622 USA		
Mailing Address:	230 W CONTINENTAL ROAD #420 GREEN VALLEY, AZ 85622 USA		
Phone:	(520)339-3373		
Alt. Phone:	(520)262-5980		
Email:	PANDAHOUSELIN@GMAIL.COM		

JUN0519M1248P00KCFD BR

**OWNER**

Name:	DAVID YING LIN
Gender:	Male
Correspondence Address:	230 W CONTINENTAL ROAD #420 GREEN VALLEY, AZ 85622 USA
Phone:	(520)262-5980
Alt. Phone:	
Email:	PANDAHOUSELIN@GMAIL.COM

## APPLICATION INFORMATION

Application Number: 66378  
Application Type: New Application  
Created Date: 06/04/2019

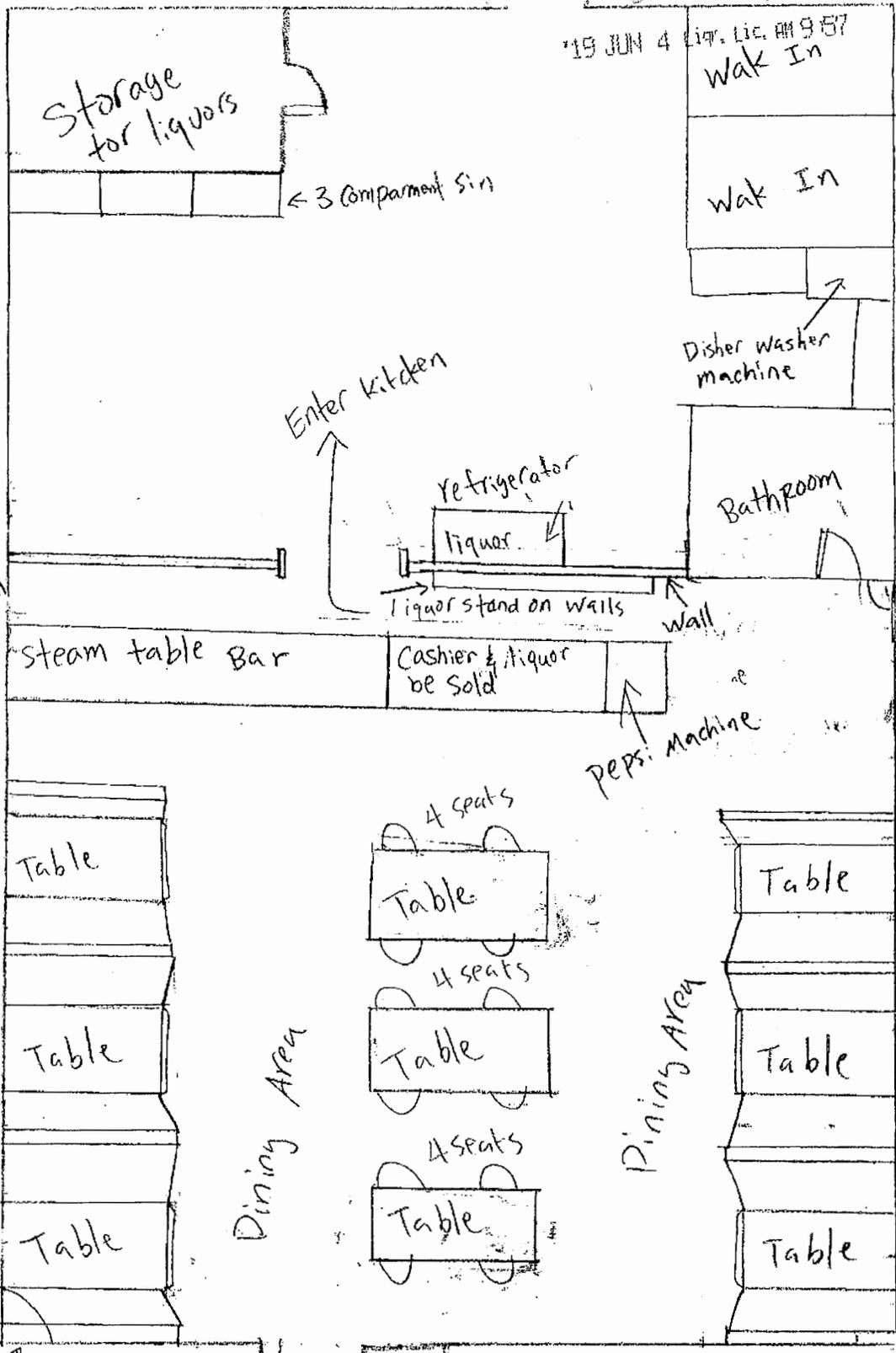
## QUESTIONS & ANSWERS

### 012 Restaurant

- 1) If you intend to operate the business while your application is pending you will need an interim permit pursuant to A.R.S. §4-203.01. Would you like to apply for an Interim Permit?  
If yes, after completing this application, please go back to your Licensing screen, under New License Application choose "Interim Permit" from the drop-down window.  
No
- 2) Have you submitted a questionnaire? Each person listed must submit a questionnaire and mail in a fingerprint card along with a \$22. processing fee per card.  
Yes
- 5) Are you a tenant? (A person who holds the lease of a property; a lessee)  
Yes  
A Document of type LEASE is required.
- 6) Is there a penalty if lease is not fulfilled?  
No
- 7) Are you a sub-tenant? (A person who holds a lease which was given to another person (tenant) for all or part of a property)  
No
- 8) Are you the owner?  
No
- 9) Are you a purchaser?  
No
- 10) Are you a management company?  
No
- 11) Is the Business located within the incorporated limits of the city or town of which it is located?  
No  
If no, in what City, Town, County or Tribal/Indian Community is this business located?  
PIMA COUNTY
- 12) What is the total money borrowed for the business not including the lease?  
Please list lenders/people owed money for the business.  
0
- 13) Have you provided a diagram of your premises?  
Yes
- 14) Is there a drive through window on the premises?  
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet.  
NONE
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?  
No
- 17) Have you provided a Restaurant Operation Plan form?  
Yes
- 18) Have you provided a Records Required for Audit form?  
Yes

# Panda House

Exit boat dock



Kit ch 600 SQF  
Dining 700 SQF  

---

1300 SQF  
Total

fall set w/en dining & kitchen

2 seat Boat

2 to 3 back Boats

2 to 3 back Boats

2 seats Boats

TV on top of Wall

Front Door

pepsi machine

← 2 seats Boat

2 back to back Boat

2 back to back Boat

2 seats Boat

Dining Area

Dining Area

19 JUN 4

Liq. Lic. AM 9 57  
Wak In

Wak In

Disher washer machine

Bathroom

Cashier & liquor be sold

liquor

liquor stand on walls

Storage for liquors

← 3 Compartment Sin

Enter kitchen

Refrigerator

TV on Wall

Steam table Bar

Table

Table

Table

Table

Table

Table

Table

Table

Table

4 seats

4 seats

4 seats

← 2 seats Boat

2 back to back Boat

2 back to back Boat

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19 JUN 4 Lic. Lic. AM 9 57

19 MAY 20 Lic. Dep? PM 1243

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

DLLC USE ONLY

Job #: 66378

RESTAURANT OPERATION PLAN

1. Name of restaurant (Please print): Panda House

2. List equipment below by Make, Model, and Capacity: (PROVIDE THE FOLLOWING ITEMS ONLY, NO ATTACHMENTS)

Table with 2 columns: Equipment Type and Description. Rows include Grill, Oven, Freezer, Refrigerator, Sink, Dish Washing Facilities, Food Preparation Counter, and 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: [ 36 ]
b. Bar area of your premises: [+ 0 ]
c. Total dining and bar seating capacity of your premises: [= 36 ]

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

- Reusable, Disposable, Both (checked)

6. Does your restaurant have a bar area that is distinct and separate from the dining area? YES No (checked)

(If yes, what percentage of the public floor space does this area cover?) %

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

(Do not include kitchen, bar, hi-top tables, or game area.) 55 %

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.)

2 TV's  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

9. Do you have live entertainment or dancing?  YES  No  
 (If yes, what type and how often 8.5  
 example: DJ-2 x a week, Karaoke-2 x a month, Live Band-1 x a month, etc.)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

Position	How many
Cooks	3
Bartenders	
Hostesses	
Managers	1
Servers	2
Other ( )	
Other ( )	
Other ( )	

I, David Ying Lin, hereby declare that I am the APPLICANT filing this application.  
 I have read this application and the contents and all statements true, correct and complete.

X [Signature]  
 (Signature of APPLICANT)

<b>NOTARY</b>		 Dean Singleton Notary Public Pima County, Arizona My Comm. Expires 06-12-2022 Commission No. 548858
State of <u>ARIZONA</u>	County of <u>PIMA</u>	
The foregoing instrument was acknowledged before me this <u>16</u> day of <u>MAY</u> <u>2019</u>		
My Commission Expires on: <u>6/12/2022</u> Date		
		<u>[Signature]</u> Signature of Notary Public

19 JUN 4 11:47 AM '57



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.

**REVOCATION 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.

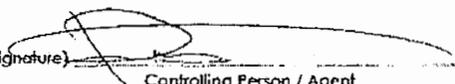
**A.R.S. §4-205.02(G)**

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.

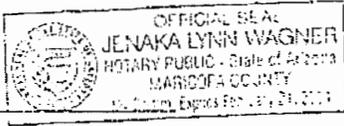
**NOTARY**

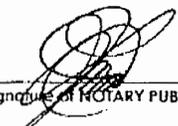
I, (Print Full Name) David King Lin, have read and understand all aspects of this statement

X (Signature)  Controlling Person / Agent

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

14 of March 2019  
Day Month Year

My commission expires on: 

  
Signature of NOTARY PUBLIC

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