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Prepared by Liquor License Prep, a service of Meridian Solutions Group LLC. Order SAMPLE-0001. Generated 2026-01-02.

Applicant	Example Bar LLC
Business name (D/B/A)	The Example Bar
License	Beer and wine (2COP)
County	Pinellas
Premises	123 Example Street, Example City, 33701

We filled in everything you told us. What is left is the part only you can do. Work down this list before you file, and nothing in your packet will be missing.

Boxes you fill in by hand

We never ask for a Social Security number, a passport number, or an immigration card number. Those boxes are on the state's form and we left them empty on purpose. Fill them in yourself, in ink, before you file.

- ☐ Section 3, sheet 1 (Sample Owner), question 2: Social Security Number
 - We never collect this. The box is empty and marked.
- ☐ Section 3, sheet 1 (Sample Owner), question 3: Are you a U.S. citizen, and if no, the immigration card or passport number
 - We never collect this. The box is empty and marked.

The drawing

- ☐ Section 4: Draw your floor plan in the box
 - A drawing is not something we can generate for you.

Where you sign, in front of a notary

- ☐ Section 3, sheet 1 (Sample Owner): Sign in front of a notary
 - The state requires this page notarized.
- ☐ Section 9: Sign the affidavit in front of a notary
 - The state requires this page notarized.

Where someone else signs

These blocks are printed and waiting. Take the page to each office. The roadmap in this packet says who to go to and in what order.

- ☐ Section 5, zoning block: Your city or county zoning office signs and dates it
 - Only the agency can sign this.
- ☐ Section 5, Department of Revenue block: The Department of Revenue signs and dates it
 - Only the agency can sign this.
- ☐ Section 5, health block: The health authority signs and dates it, where drinks are consumed on the

premises

- Only the agency can sign this.

What is in this packet

If you file online, each of these uploads into its own slot in the portal. If you file on paper, use the complete form at the end instead.

- 00-cover-sheet: Cover sheet
- 01-section-3-person-1: Section 3 personal information sheet for Sample Owner (portal upload 1)
- 02-section-4-premises: Section 4, description of premises (portal upload 2)
- 03-section-5-approvals: Section 5, the approvals page (portal upload 3)
- 04-section-6-entity-felony: Section 6, entity felony (portal upload 4)
- 05-section-9-affidavit: Section 9, the affidavit (portal upload 6)
- 07-portal-answer-sheet: Portal answer sheet
- 08-filing-roadmap: Filing roadmap
- 09-document-checklist: Document checklist
- 10-fee-statement: Fee statement
- 11-complete-abt-6001: The complete ABT-6001, for filing on paper instead

Sections 6 and 7 print on the same page of the state's form, so one file covers both upload slots. That is the form's layout, not a missing file.

What you will pay the state

Your annual state license fee is \$392. That is set by Pinellas County having over 100,000 residents.

You asked for a temporary license. That costs \$100 on top, which is the \$100 floor.

The fee statement in this packet shows the working.

Liquor License Prep is a document preparation service, not a law firm, and does not provide legal advice.

We copied your written answers onto the state's form. We did not choose your license, decide who counts as an owner, or judge whether you qualify. Read every page before you sign it. You are the one signing.