



## Nebraska Liquor Control Commission—Licensing News

April 2020

### RENEWALS NON-CLASS C:

Please request applicants renew on-line. Due to the COVID-19 virus, our office will not be allowing any walk-in applications or renewals. The information below will be emailed to all applicants that have currently not renewed.

Dear Nebraska Licensee,

The end of Spring 2020 non-class C renewal deadline is approaching quickly, and is due on or before April 30, 2020. Even during COVID-19, all license holders are still required to renew their liquor license(s), whether they are open to the public or not.

At this time we are not allowing walk-ins into the office. The NLCC is requesting that all renewals be submitted using the online renewal website. For your convenience, you can follow the steps below to renew your liquor license:

Go to [lcc.nebraska.gov](http://lcc.nebraska.gov).

Click on the RED “RENEW” tab (this is offered in two locations on the front page).

Click on “Step 2 – Renew Online”.

Type your full six digit number – *i.e.*, 004546, 123587, etc.

Type in your password.

If you don’t know your password, call (402) 471 – 2572 and we can reset the password for you.

If you receive a message during the renewal that your corporation is no longer active with the Nebraska Secretary of State, you will need to call their office at (402) 471 – 2554 to activate your corporation.

If you receive a message that you need to submit a new lease or lease extension, email the lease in PDF format to [lcc.frontdesk@nebraska.gov](mailto:lcc.frontdesk@nebraska.gov).

If you have any other questions, please call (402) 471-2572.

Once you renew your liquor license, you DO NOT have to pick up the license immediately from your local governing body. They are allowed to hold the license until the licensee chooses to pick it up and renew operations. This is stated in the Industry Advisory-Retail Operations dated March 20, 2020, item #2, which can be reviewed on the NLCC Facebook page.

If your liquor license is not renewed by April 30, 2020, you must cease selling alcohol on May 1, 2020.

Each license holder has the ability to renew until May 30, 2020; however, you will not be allowed to sell alcohol.

Any license holder that has not renewed before May 31, 2020 will be required to submit a new application and start the liquor license process over.

If you choose to discontinue operations and close your business, please return your renewal form and liquor license to the NLCC office.

If you have any questions please feel free to contact me at my email [kim.frederick@nebraska.gov](mailto:kim.frederick@nebraska.gov).

### UPCOMING HOLIDAYS

Please note: State offices will be closed for this upcoming holiday:

Arbor Day—April 24th

### NLCC UPDATES

Please check the NLCC website or “like” our Facebook page for the latest NLCC news.

## **SPECIAL DESIGNATED LICENSES:**

The following information is posted on our SDL page on the NLCC website. This is for informational purposes only.

### COVID-19 virus and the cancellation of events:

Please see procedures below for issued SDL licenses that are being cancelled or rescheduled. The normal process of the NLCC is to not amend an SDL license once it has been issued.

#### ⇒ Cancelled events with no rescheduled date:

Prior to the date of the event, applicant will need to return the original license in the mail along with a letter of cancellation. This license must be postmarked or received by our office prior to the date of the event.

Once license is received by the NLCC, the license will be marked as cancelled, and it will not be counted against the SDL counts for the licensee or location for the calendar year.

#### ⇒ Cancelled events to add alternate date or change original alternate date:

Prior to the date of the event, applicant will need to return the original license in the mail along with a local recommendation letter or amended Form 200 approved by the Clerk to include the newly added or changed alternate date of event. This license must be postmarked or received by our office prior to the date of the event.

An amended license will be emailed to the Clerk upon receipt of these two items.

**Please note:** As noted in the SDL instructions found on the NLCC website, there are no refunds for cancelled SDL licenses.