

APPLICATION AND NOTICE OF BID

FOR

PLENARY RETAIL  
DISTRIBUTION LIQUOR LICENSE

TOWNSHIP OF RARITAN

HUNTERDON COUNTY

NEW JERSEY

Information: Lisa Fania  
Municipal Clerk  
Municipal Building  
One Municipal Drive  
Flemington, New Jersey 08822

## MEMORANDUM

TO: Applicants for a Plenary Retail Distribution Liquor License

FROM: Lisa Fania, Municipal Clerk

DATE: February 18, 2022

SUBJECT: Bidding Procedures

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1. Each prospective applicant must complete and return all forms. Upon submission, a review and determination shall be made as to the applicant's qualification for bid consideration. Completed applications must be received by the Municipal Clerk by April 7, 2022 at 10:00 a.m.
2. On April 7, 2022 at 10:00 a.m. the Township Qualified Purchasing Agent will announce applicants who preliminarily qualify.
3. All applicants must be pre-qualified to hold a liquor license pursuant to the Act. To be considered a qualified applicant, the following items must be submitted:
  - (i) A completed and executed twelve-page Division of Alcoholic Beverage Control License Application.
  - (ii) A Certification of Proof of Compliance by the applicant that it meets any and all conditions or requirements, including that he/she knows of no other reason why he/she would be disqualified from having an interest in a retail liquor license in the State of New Jersey under the standards set forth in the Act and the rules and regulations promulgated thereunder.
  - (iii) A **separate sealed envelope** containing a completed and executed Bid Proposal Form accompanied by a Cashier's Check or Certified Check in the amount of \$50,000.00 (10% of the minimum bid amount) payable to Raritan Township. The **outside** of which shall state "**2022 Plenary Retail Distribution Liquor License Bid**" and the name of the bidder.

Raritan Township  
Application/Notice of Bid  
Plenary Retail Distribution  
Liquor License

4. On April 7, 2022 at 10:00 a.m., in the Municipal Courtroom at One Municipal Drive, Flemington, New Jersey, the Township Qualified Purchasing Agent shall publicly announce those prospective bidders who have pre-qualified for bidding in compliance with the Act, and the rules and regulations promulgated thereunder, the conditions set forth in the published notices, and other applicable law. A list of such pre-qualified bidders shall be posted on the Township website: [www.raritan-township.com](http://www.raritan-township.com).
5. The Qualified Purchasing Agent shall open the bids of the pre-qualified bidders on April 14, 2022 at 10:00 a.m., five (5) business days after the public announcement of those applicants who meet the qualifications for bidding, in the Municipal Courtroom at One Municipal Drive, Flemington, New Jersey. Immediately after opening the sealed bids of the pre-qualified bidders, the Township Qualified Purchasing Agent shall publicly announce the amount of each bid and the name of each bidder. A list of the bids and the name of each bidder shall immediately be posted on the Township website: [www.raritan-township.com](http://www.raritan-township.com).
6. By resolution of the Township Committee, the highest, preliminarily qualified bid will be accepted and within seventy-two (72) hours of the adoption of said resolution, the balance of the bid amount must be paid to the Municipal Clerk by Cashier's Check or Certified Check (which monies shall be kept in an interest-bearing account, with interest payable to the Township), until such time as the person-to-person and place-to-place licensing process is complete. (Completion of said process includes payment of the New Jersey State License Application Fee of \$200.00; payment of the annual Municipal Retail License Fee of \$2,500.00; satisfactory outcome of further municipal background checks to investigate the source of funds used to purchase the license; receipt of favorable State and/or Federal criminal background checks; as well as compliance with the publication, hearing, and resolution requirement under N.J.A.C. 13:2-2.1 et seq.
7. A new license must be issued within six months after the closing date established for acceptance of applications (as set forth in the Notice). If the applicant defaults or otherwise breaches its promise to purchase, then all monies held by the Township shall be paid to and become the property of the Township.
8. The successful applicant must comply with all ordinances of the Township of Raritan.
9. The sale may be postponed or canceled at any time prior to the opening of the bids.
10. The Township reserves the right to reject all bids where the highest bid is not accepted

**A COMPLETE APPLICATION SHALL CONSIST OF:**

1. Completed and executed twelve-page Division of Alcoholic Beverage Control License Application accompanied by a detailed sketch of the proposed licensed premise showing dimensions and any adjacent grounds on a 24 x 36 map sheet and associated municipal releases.
2. Certification of Proof of Compliance.
3. A **separate** sealed envelope containing a completed and executed Bid Proposal Form accompanied by a Cashier's Check or Certified Check in the amount of \$50,000.00 (10% of the minimum bid amount). The outside of the envelope shall state **"2022 Plenary Retail Distribution Liquor License Bid"** and the name of the bidder.

**AUTHORIZATION FOR RELEASE OF INFORMATION**

I, \_\_\_\_\_ hereby make application to the Township  
(Name of Licensee)  
Committee of the Township of Raritan for a Plenary Retail Distribution Liquor License for  
premises to be located at \_\_\_\_\_, in the  
Township of Raritan, Hunterdon County, New Jersey.

I am the (circle) [a] owner, [b] officer, or [c] member of the licensee and hereby authorize the  
release of any information and records maintained by any law enforcement agency pursuant to  
New Jersey Statutes Annotated Title 33, Intoxicating Liquors and regulations promulgated  
thereunder.

Any such information released as a result of this authorization shall be used for the express purpose  
of processing the above indicated application.

**NOTE: A PHOTOSTATIC COPY OF THIS AUTHORIZATION SHALL BE  
CONSIDERED AS EFFECTIVE AND VALID AS THE ORIGINAL.**

\_\_\_\_\_  
Witness: Signature of Applicant

\_\_\_\_\_  
Print Name and Address of Applicant

DATE: \_\_\_\_\_

## OATH

STATE OF NEW JERSEY  
COUNTY OF HUNTERDON

I, \_\_\_\_\_ being of full age, hereby duly swear upon my oath, and make the following statements:

1. I am the authorized representative and/or applicant for a new Plenary Retail Distribution Liquor License in the Township of Raritan, County of Hunterdon, New Jersey.
2. Sources of any and all funding are as follows:
  - a. List all officers, partners, owners, lenders or any other source of investment in the licensed business, their addresses, and the licensed business, their addresses and the amount provided by each. (Attach separate sheet if necessary.)
  - b. List all expenditures of monies, as listed above, the names and addresses of the persons receiving such money and the purpose of the expenditures. (Attach separate sheet if necessary.)

Sworn and subscribed before me  
this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Notary Public of New Jersey  
My Commission Expires:

**BID PROPOSAL FORM**

We, the undersigned, propose to purchase in accordance with the bid proposal a Plenary Retail Distribution Liquor License for the following amount:

\$ \_\_\_\_\_ **(Total Bid Amount)**

Enclosed is a deposit in the form of a Certified Check or Cashier's Check in the amount of 10% of the minimum bid amount.

**\$50,000.00 Deposit (10% of Minimum Bid Amount)**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Subscribed to me this \_\_\_\_\_ day

of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public of New Jersey  
My Commission Expires:

**CONTENTS TO BE SUBMITTED OUTSIDE OF SEALED ENVELOPE**

1. Completed and executed twelve-page Division of Alcoholic Beverage Control License Application accompanied by a detailed sketch of the proposed licensed premise showing dimensions and any adjacent grounds on a 24 x 36 map sheet and associated municipal releases.
2. Certification of Proof of Compliance

Raritan Township  
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**CONTENTS TO BE INSIDE SEALED ENVELOPE**

1. Completed and executed Bid Proposal Form containing the bid amount.
2. Cashier's Check or Certified Check in the amount of \$50,000.00 (10% of the minimum bid amount).

**NOTE: THE OUTSIDE OF THIS SEALED ENVELOPE MUST BE MARKED "2022 PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE BID" AND INCLUDE THE NAME OF THE BIDDER.**