



# Alcoholic Beverage/Gambling Operator Short Form



## Checklists and Instructions

### **Change in Ownership – Less than 15% (Alcoholic Beverage License only) / Disclosure of a New Owner Less than 15% (Alcoholic Beverage License only)**

Alcoholic beverage activity may continue pending approval of the increase of ownership or the disclosure of a new owner to less than 15%. This form may only be used if there will be no other changes made to the entity or its enterprise, e.g., leasehold, concessions, managers, locations, etc. If there are additional changes, a new [Form 5](#) Alcoholic Beverage and Gambling Operator Combined License Application (or appropriate application for license type) must be completed.

Documents verifying the source of funding, contributed capital, equity or for any new funds used for the change or infused into the entity (e.g., loan documents, security agreements etc.).

Agreement with terms.

Corporate and/or [Business Statement](#) (please use attached form if necessary).

Other information as applicable to help verify the increase in ownership or shareholder/member/partner.

### **Upon Closing** Licensee will be notified of the completion of the audit and at that time you can schedule the closing.

Narrative and official entity documents, e.g., minutes, shares/interests/partnerships issuance agreements.

Shares/member interests certificates.

**Note:** The Gambling Control or Alcoholic Beverage Control Division may require the applicant to send additional documents or information. This application and the documents and information provided will be reviewed under an amended license process and final approval will correspond with those procedures. If you have any questions, contact the Gambling Control Division at (406) 896-4300.

**Mail application and required documents listed above to:**

Gambling Control Division  
615 South 27th St., Suite A  
Billings, MT 59101