Department of Commerce
Division of Liquor Control

Office Use Only:
Permit #: _____
☐ Stock ☐ Transfer ☐ Ren

Summary of Purchase Agreement Form

This form must be filled out completely and signed by authorized person(s). While you can use this form to summarize your purchase agreement, we may require additional documents during the review process.

Please note that under Ohio law a liquor permit is not property that can be sold or bought. Rather a liquor permit can be transferred, with Division approval, in combination with a transaction like the sale of a business. Any sale must be bona fide meaning that sales for $1, for example, are considered de minimis and likely will not be approved. Whatever you list as the purchase price must be supported by financial documents that identify the source of the funds used (see our Financial Verification Guide for examples).

SECTION A – New Owner (Buyer) Information			
* Applicant Name (as listed on the transfer application):			
* Permit Premises Address:			
* Township (if premises is outside city limits):	* City	* State:	* Zip Code:
* Email Address for Buyer Contact:			

SECTION B – Issued Permit Holder (Seller) Information			
* Issued Permit Holder Name (as listed on the liquor permit):			
* Issued Permit Number:			
* Permit Premises Address:			
* Township (if premises is outside city limits):	* City	* State:	* Zip Code:
* Email Address for Seller Contact:			

Section C – Permit Class(es) Being Transferred to the Applicant in Section A
***** MUST match the permit class(es) listed on your transfer application
* Permit Class(es):

Licensing New & Transfer Section
6606 Tussing Road
PO Box 4005
Reynoldsburg, OH 43068-9005 U.S.A.

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614 | 644 3155
Fax 614 | 644 3166
TTY/TDD 800 | 750 0750
www.com.ohio.gov

* Section D – Purchase Details

The applicant in Section A has entered into a purchase agreement with the issued permit holder listed in Section B to transfer the liquor permit business fixtures, equipment, inventory, and goodwill to the address listed in Section A for the sum of

$ _____.

Please list below the assets/inventory purchased or being purchased from the seller: (Attach separate sheet if necessary)

_____

_____

_____

_____

* Section E – New Owner Signature (Applicant in Section A)

I _____(print name) certify that the above listed information is true and accurate to the best of my knowledge and that the transaction was entered into in good-faith.

Signature by person listed on Entity Disclosure Form	Title	Date

* Section F – Issued Permit Holder Signature (Issued Permit Holder Information in Section B)

I _____(print name) certify that the above listed information is true and accurate to the best of my knowledge and that the transaction was entered into in good-faith.

Signature by person listed on Entity Disclosure Form	Title	Date

Submit this form to:
Ohio Department of Commerce – Division of Liquor Control
c/o Licensing New & Transfer Section
6606 Tussing Road
Reynoldsburg, OH 43068-9005

For Questions call (614) 644-3155
Or email LiquorDocs@com.ohio.gov

Office Hours: 8:00 a.m. - 5:00 p.m. EST