

**INSTRUCTIONS FOR COMPLETING
DBPR ABT – 6022
DIVISION OF ALCOHOLIC BEVERAGES AND TOBACCO
APPLICATION FOR MORTGAGEE’S INTEREST IN SPIRITOUS ALCOHOLIC BEVERAGE LICENSE**

Application begins on page 3

*If you have any questions or need assistance in completing this application, please contact the Department of Business and Professional Regulation, at **(850) 488-8284**. Please send your completed application and required fee(s) to:*

Department of Business and Professional Regulation
1940 North Monroe Street
Tallahassee, FL 32399-1021

GENERAL INSTRUCTIONS

You must provide an original of the application and executed copies of all supporting documentation. All signatures must be original.

Please complete all information. All Questions are applicable and must be answered fully and truthfully. Indicate “N/A” (not applicable) for questions that do not apply.

APPLICATION REQUIREMENTS

Pursuant to Section 561.65, Florida Statutes, a lien may only be recorded against a spirituous (liquor) license. The lien must be submitted to the Division of Alcoholic Beverages and Tobacco within 90 days of the creation of the lien or security interest. When a lien is accepted or rejected, written notification will be sent advising you accordingly. The processing time for lien recordings varies by each application.

Lien Recordings

1. Enclose a filing fee of **\$10 per lien, per license**. Please make checks payable to the Department of Business and Professional Regulation.
2. Complete all sections of this form or it will be returned unrecorded.
3. Section 6 must be signed by the person pledging the license as collateral (debtor) and the secured party.
4. A copy of the dated and executed security agreement (which specifically pledges the alcoholic beverage license by number) and a promissory note outlining the terms of agreement must be attached to this form when submitted. Failure to do so will result in a delay in recording your lien since the lien cannot be recorded without these documents.

Lien Assignments/Assumptions

1. Enclose a filing fee of **\$10 per lien, per license**. Please make checks payable to the Department of Business and Professional Regulation.
2. Complete sections 1, 2, 3, 4, and 5.
3. Submit a copy of the Assignment Agreement signed by the original secured party. The Agreement should include the filing date of the lien being assigned, the alcoholic beverage license number and the name and address of the new secured party, or submit a copy of the Assumption Agreement signed by the new debtor. The Agreement should include the filing date of the lien being assumed, the alcoholic beverage license number, and the name and address of the new debtor.

Lien Renewals or Extensions

1. Enclose a filing fee of **\$10 per lien, per license**. Please make checks payable to the Department of Business and Professional Regulation.
2. Complete sections 1,2,3,4,5 and the secured party section of 6.
3. Submit a copy of the original agreement and promissory note or an executed Renewal or Extension Agreement.

Lien Satisfactions

The satisfaction of a lien does not require the completion of this or any other form. **A \$10 fee is required.** The satisfaction may be accomplished in letter form over the signature of the secured party. The letter should be specific enough to identify the license and the lien which is being satisfied. Lien satisfactions must be sent to the Division of Alcoholic Beverages and Tobacco. Include "ATTN: Lien Recording Section" on your mailing envelope.

Lien Searches

Any request for a lien search on an alcoholic beverage license must be in writing. The volume of requests received prohibits the department from processing lien search requests in any other manner. Please be advised that this will take approximately seven to ten working days from the date of receipt for you to receive a written response. Any request should be specific enough to identify the license number and should also include the business name, owner's name and location address. **The cost of the lien search is \$20.** Lien search requests must be addressed to the Division of Alcoholic Beverages and Tobacco. Include "ATTN: Lien Recording Section" on your mailing envelope.

APPLICATION CHECKLIST

Select the appropriate transaction below and comply with the corresponding application requirements.

TRANSACTION	APPLICATION REQUIREMENTS
<p>Lien Recordings (New Lien)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Pay \$10 fee (make check payable to the Department of Business and Professional Regulation) <input type="checkbox"/> Complete all sections of DBPR ABT-6022 Division of Alcoholic Beverages and Tobacco Application for Mortgagee's Interest in Spirituous Alcoholic Beverage License form <input type="checkbox"/> Submit a copy of the dated and executed security agreement <input type="checkbox"/> Submit a copy of the promissory note outlining the terms of agreement
<p>Lien Assignment/Assumption</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Pay \$10 fee (make check payable to the Department of Business and Professional Regulation) <input type="checkbox"/> Complete sections 1,2,3,4, and 5 of DBPR ABT-6022 Division of Alcoholic Beverages and Tobacco Application for Mortgagee's Interest in Spirituous Alcoholic Beverage License form <input type="checkbox"/> Submit a copy of the Assignment Agreement signed by the new secured party, if applicable <input type="checkbox"/> Submit a copy of the Assumption Agreement signed by the new debtor, if applicable
<p>Lien Renewal/Extension</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Pay \$10 fee, per lien, per license (make checks payable to the Department of Business and Professional Regulation) <input type="checkbox"/> Complete sections 1,2,3,4, and 5 and the Secured Party section of DBPR ABT-6022 Division of Alcoholic Beverages and Tobacco Application for Mortgagee's Interest in Spirituous Alcoholic Beverage License form <input type="checkbox"/> Submit a copy of the original agreement and promissory note, or an executed Renewal or Extension Agreement

DBPR ABT-6022 – Division of Alcoholic Beverages and Tobacco Application for Mortgagee’s Interest in Spirituous Alcoholic Beverage License

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL
REGULATION**

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SECTION 1 - CHECK TRANSACTION REQUESTED			
Transaction Type:			
<input type="checkbox"/> Lien Recordings (New Lien)			
<input type="checkbox"/> Lien Assignment/Assumption			
<input type="checkbox"/> Lien Renewal/Extension			

SECTION 2 – DEBTOR(S) INFORMATION			
Full Name of Debtor			
Mailing Address	City	State	Zip Code
Full Name of Debtor (if more than one)			
Mailing Address			

SECTION 3 – SECURED PARTY(S) INFORMATION			
Full Name of Secured Party			
Mailing Address	City	State	Zip Code
Full Name of Secured Party (if more than one)			
Mailing Address	City	State	Zip Code

SECTION 4 – EFFECTIVE DATE OF SECURITY INTEREST
(Month/Day/Year)

SECTION 5 – ALCOHOLIC BEVERAGE LICENSE NUMBER
This section is for reference purposes only. Alcoholic Beverage License must be specifically pledged, by number, as collateral in the Security Agreement.
License Number

**SECTION 6 – SIGNATURE REQUIRED BY DEBTOR AND SECURED PARTY
NOTARIZATION REQUIRED**

Signature(s) of Debtor

Print Name of Person(s) signing as Debtor

STATE OF _____ COUNTY OF _____

The foregoing was () Sworn to and Subscribed OR () Acknowledged Before me this _____ Day
of _____, 20____, By _____ who is () personally known to
me OR () who produced _____ as identification.

Notary Public Commission Expires: _____

Signature of Secured Party

Print Name of Person signing as Secured Party

STATE OF _____ COUNTY OF _____

The foregoing was () Sworn to and Subscribed OR () Acknowledged Before me this _____ Day
of _____, 20____, By _____ who is () personally known to
me OR () who produced _____ as identification.

Notary Public Commission Expires: _____

FOR DIVISION USE ONLY – DO NOT WRITE BELOW THIS LINE

Rejected
Reason:

Accepted

Date _____ Initials _____

Date Stamp