



State Liquor Authority

ANDREW M. CUOMO
Governor

VINCENT G. BRADLEY
Chairman

LILY M. FAN
Commissioner

GREELEY FORD
Commissioner

ADVISORY #2020-4

To: All licensees

Subject: Service of Municipal Notice for Retail Applications

The Authority is aware that the current situation regarding the coronavirus (also known as COVID-19) has impacted the ability of new applicants and renewal applicants (within the City of New York) to deliver the required notice to its municipality of the applicant's intent to file the application. To address this issue, the Authority is taking the following action:

- Service of the required notice to the municipality made be made by email provided that: 1) the municipality will accept service of the notice by emails; and 2) the applicant receives a response from the municipality acknowledging that it has received the notice. Computer generated delivered or received messages are not sufficient for this purpose.

This Advisory will be subject to further review by the Members of the Authority.

This matter was heard and determined by the Members of the Authority at a Special Full Board meeting held on March 24, 2020 before Chairman Vincent Bradley, Commissioner Lily Fan and Commissioner Greeley Ford. The above written advisory was approved by Chairman Bradley on behalf of the Members of the Authority on March 26, 2020.

Dated: 3/26/20

Thomas J. Donohue
Secretary to the Authority