



**ANDREW M. CUOMO**  
Governor

**LILY M. FAN**  
Commissioner

**VINCENT G. BRADLEY**  
Chairman

**GREELEY FORD**  
Commissioner

---

**ADVISORY #2020-6**

---

**To:** All licensees

**Subject:** Submission of Renewal Applications Without Required Fees

The Authority is aware that the current situation regarding the coronavirus (also known as COVID-19) has affected all licensees. To ease the financial impact on licensees, on March 24, 2020, the Authority took certain action regarding renewal fees for licenses expiring on March 31, 2020 and April 30, 2020. That action is set forth in Advisory 2020-3. To address the continuing financial impact on licensees, the Authority is taking the following action:

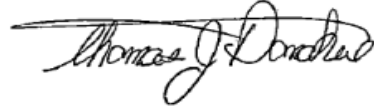
- The date for submitting payment of the renewal fee for licenses expiring on March 31, 2020 and April 30, 2020 is extended from May 31, 2020 to July 31, 2020.
- The renewal fee for off-premises retail licenses (grocery stores, drug stores, package/liquor stores and wine stores) expiring on May 31, 2020 and June 30, 2020 must be submitted with the renewal application. These licensees may obtain an extension until July 31, 2020 to submit the renewal fee if they can demonstrate financial hardship as a result of COVID-19. The request for the extension must be submitted with the renewal application.
- Renewals for all other licenses expiring on May 31, 2020 and June 30, 2020 may be submitted without payment of the required renewal fees. Payment of the required fees must be made on or before July 31, 2020.
- For those licensees who are allowed to submit the renewal application without payment of the required fee, if the renewal application is otherwise timely and complete, the licensee will be placed on "SAPA" status and allowed to continue operating under such status until July 31, 2020, or until payment is made, whichever comes first.

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 May 13, 2020 before Chairman Vincent Bradley, Commissioner Lily Fan and Commissioner Greeley Ford. The above written advisory was approved by Chairman Bradley, Commissioner Lily Fan and Commissioner Greeley Ford on May 13, 2020.

Dated: 5/14/2020

A handwritten signature in black ink, appearing to read "Thomas J. Donohue". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Thomas J. Donohue  
Secretary to the Authority