



ANDREW M. CUOMO
Governor

LILY M. FAN
Commissioner

VINCENT G. BRADLEY
Chairman

GREELEY FORD
Commissioner

ADVISORY #2021-10

To: All licensees

Subject: Submission of Renewal Applications Without Required Fees

The Authority has previously extended the due date for submission of the renewal fee for certain licensees. The current due date is March 31, 2021. The relief granted by those Advisories is now extended and amended as follows:

- The date for submitting payment of the renewal fee for licenses expiring on March 31, 2020 and April 30, 2020 is extended to April 30, 2021.
- The renewal fee for off-premises retail licenses (grocery stores, drug stores, package/liquor stores and wine stores) expiring on or after May 31, 2020 must be submitted with the renewal application. These licensees may obtain an extension until April 30, 2021 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.
- The renewal fee for licensed wholesalers and licensed manufacturers expiring on or before March 31, 2021 may be submitted without payment of the required renewal fees. Payment of the required fees must be made on or before April 30, 2021.
- The renewal fee for licensed wholesalers and licensed manufacturers expiring on or after April 1, 2021 must be submitted with the renewal application. These licensees may obtain an extension until April 30, 2021 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 or after May 31, 2020 may be submitted without payment of the required renewal fees. Payment of the required fees must be made on or before April 30, 2021.
- 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 (see Advisory 2020-26), the licensee will be placed on "SAPA" status and allowed to continue operating under such status until April 30, 2021, or until payment is made, whichever comes first.

The Authority is aware that the United States Postal Service is experiencing significant delays in delivery times. Licensees are strongly encouraged to act on their renewal notices as soon as possible and/or consider the use of alternate carrier services to ensure timely processing of their renewal applications. 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 Full Board meeting held on March 17, 2021 before Chairman Vincent Bradley, Commissioner Lily Fan and Commissioner Greeley Ford. The above written advisory was approved by the Members of the Authority on March 17, 2021.

Dated: 3/18/21

A handwritten signature in black ink, reading "Thomas J. Donohue". The signature is written in a cursive style with a long horizontal line extending from the start of the name.

Thomas J. Donohue
Secretary to the Authority