



[Administrative]

**PROCEDURE FOR CHANGE OF MANAGER  
OF  
3.2 BEER AND LIQUOR LICENSED BUSINESSES  
(EXCLUDING TAVERN AND HOTEL/RESTAURANT CATEGORIES)**

This procedure is designed to assist you in complying with the State of Colorado and the City of Centennial licensing requirements. If you have any questions during the application period, please call the Deputy City Clerk, City of Centennial, 303-754-3324. You may obtain the necessary forms and information from the Deputy City Clerk, 13133 E. Arapahoe Road, Centennial, CO 80112.

\* \* \* \* \*

§12-47-301(8) Colorado Revised Statutes requires each licensee holding a Fermented Malt Beverage License (3.2 beer) or a retail liquor license to report the name of new managers to the local licensing authority within thirty days of their appointment.

- 1.\* Fill out and submit one set of Report of Changes form DR8442 (print or type in black ink) or
2. Fill out and submit the State renewal form with the new managers name and information. (New manager to be reported within thirty days of change)

**NOTE:       REQUIRES THE ON-SITE MANAGER (NOT THE OPERATING OR DISTRICT MANAGER) TO BE REGISTERED.**

\*Forms provided by City.