



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

October 25, 2022

City and Borough of Sitka

Via Email: sara.peterson@cityofsitka.org; jessica.earnshaw@cityofsitka.org

Re: Notice of 2023/2024 Liquor License Renewal Application

License Type:	Club	License Number:	363
Licensee:	BPO Elks Lodge #1662		
Doing Business As:	BPO Elks Lodge #1662		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Joan M. Wilson".

Joan Wilson, Director

amco.localgovernmentonly@alaska.gov

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED
10/25/2022
ABC BOARD

LIQUOR LICENSE
2023 - 2024
TEMPORARY

363

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2024 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2025 UNLESS DATED BELOW

TYPE OF LICENSE: Club

LICENSE FEE: \$1,200.00

1110

CITY / BOROUGH: Sitka
Sitka

D/B/A: BPO Elks Lodge #1662
412 Sawmill Creek Rd

Mail Address:
BPO Elks Lodge #1662
412 Sawmill Creek Rd
Sitka, AK 99835-7446

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

[] Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

Joan M. Wilson

DIRECTOR

04-900 (REV 10/20/22)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED
10/25/2022
ABC BOARD

LIQUOR LICENSE
2023 - 2024
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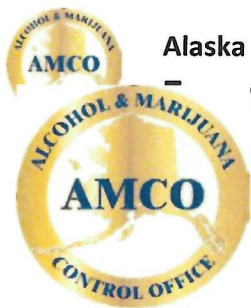
ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 5/9/22)



Alaska Alcoholic Beverage Control Board

AB-17: 2023/2024 License Renewal Application

Alcohol and Marijuana Control Office
550 W 7th Avenue,
Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2022 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any application for renewal or any fees for renewal that have not been postmarked by 2/28/2023 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Licensee (Owner):	BPO Elks Lodge #1662	License #:	363
License Type:	Club		
Doing Business As:	BPO Elks Lodge #1662		
Local Governing Body:	Sitka		
Community Council:			

If your mailing address has changed, write the NEW address below:

Mailing Address:					
City:		State:		ZIP:	

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Jon Sheppett	Contact Phone:	907-747-6822
Contact Email:	sitka 1662 @ dot look.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:		Contact Phone:	
Contact Email:			

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2022 and/or 2023?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

AMCO

OCT 17 2022



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 License Renewal Application

Section 4 – Ownership Structure Certification

* See change paperwork submitted 6/20/21

Did the ownership structure of the licensed business change in 2021/2022?

YES

☒

NO

☒

KS

* Did not notify AMCO 6/20/21

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.

If No, certify the statement below by initialing the box to the right of the statement.

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2021 or 2022.

☐

Section 5 – License Operation

Check **ONE BOX** for **EACH CALENDAR YEAR** that best describes how this liquor license was operated:

2021

2022

- The license was **operated for more than 240 hours** throughout each year. (Year-round) ☒ 2021 ☒ 2022
- The license was **only operated during a specified time** each year. (Not to exceed 6 months per year)
If your operation dates have changed, list them below:
_____ to _____ ☐ 2021 ☐ 2022
- The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form. ☐ 2021 ☐ 2022
- The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. *A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.*
If you have not met the minimum number of hours of operation in 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "Other" and COVID is listed as the reason. ☐ 2021 ☐ 2022

Section 6 - Violations and Convictions

YES

NO

Have **ANY** Notices of Violation been issued for this license?

☐☒

Has **ANY** person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2021 or 2022?

☐☒

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

Section 7 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license, and have provided all required documents for any new or changes of officers.

OCT 17 2022



Alaska Alcoholic Beverage Control Board

Form AB-17: 2023/2024 License Renewal Application

- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

[Signature]

Signature of licensee

[Signature]

Signature of Notary Public

Jon Shewett

Printed name of licensee

Notary Public in and for the State of Alaska

My commission expires: 10-21-2026

Subscribed and sworn to before me this 14 day of October, 2022.

Restaurant and Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit

Recreational Site applications must include a completed AB-36: Recreational Site Statement

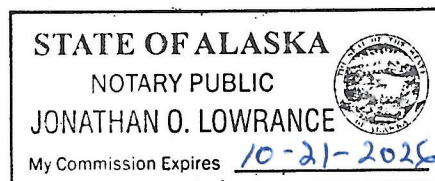
Tourism applications must include a completed AB-37: Tourism Statement

Wholesale applications must include a completed AB-25: Supplier Certification

Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:

<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>



FOR OFFICE USE ONLY

License Fee:	\$ <u>1,200.00</u>	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ <u>1,500.00</u>

100474134

AMCO

OCT 17 2022

Department of Commerce, Community, and Economic Development

CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Corporations / Entity Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	SITKA, ALASKA LODGE NO. 1662, BENEVOLENT AND PROTECTIVE ORDER OF ELKS OF THE U S OF AMERICA

Entity Type: Nonprofit Corporation

Entity #: 16209D

Status: Good Standing

AK Formed Date: 10/20/1976

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 7/2/2024

Entity Mailing Address: 412 SAWMILL CREEK RD, SITKA, AK 99835-7446

Entity Physical Address: 412 SAWMILL CREEK RD, SITKA, AK 99835-7446

Registered Agent

Agent Name: Jon E Shennett

Registered Mailing Address: 412 SAWMILL CREEK RD, SITKA, AK 99835

Registered Physical Address: 412 SAWMILL CREEK RD, SITKA, AK 99835

Officials

☐ Show Former

AK Entity #	Name	Titles	Owned
	Alicia Soto	Director	
	Austin Inman	Director	

AK Entity #	Name	Titles	Owned
	Carol Hitchcock	Treasurer	
	FRANCES SCHWUCHOW	Director	
	Jack Greenhalgh	President	
	JON SHENNETT	Secretary	
	LISA LANGENFELD	Director	
	MELISSA GREENHALGH	Director	
	Wayne Patterson	Vice President	

Filed Documents

Date Filed	Type	Filing	Certificate
10/20/1976	Creation Filing	Click to View	
3/20/1978	Biennial Report	Click to View	
7/31/1978	Biennial Report	Click to View	
6/25/1979	Biennial Report	Click to View	
10/26/1981	Biennial Report	Click to View	
5/27/1986	Biennial Report	Click to View	
5/09/1988	Biennial Report	Click to View	
1/04/1991	Biennial Report	Click to View	
6/30/1992	Biennial Report	Click to View	
7/15/1994	Biennial Report	Click to View	
5/24/1996	Biennial Report	Click to View	
7/13/1998	Biennial Report	Click to View	
6/28/2000	Biennial Report	Click to View	
11/15/2002	Biennial Report	Click to View	
6/02/2004	Biennial Report	Click to View	
6/08/2006	Biennial Report	Click to View	
2/24/2009	Biennial Report	Click to View	
2/24/2009	Agent Change	Click to View	
11/29/2010	Biennial Report	Click to View	
4/17/2012	Biennial Report	Click to View	
6/02/2014	Biennial Report	Click to View	
8/30/2016	Biennial Report	Click to View	
12/02/2016	Change of Officials	Click to View	
10/06/2017	Change of Officials	Click to View	
3/28/2018	Change of Officials	Click to View	
4/30/2018	Biennial Report	Click to View	
12/07/2018	Change of Officials	Click to View	
3/26/2019	Change of Officials	Click to View	
11/08/2019	Change of Officials	Click to View	

Date Filed	Type	Filing	Certificate
4/13/2020	Change of Officials	Click to View	
4/22/2020	Biennial Report	Click to View	
4/09/2021	Change of Officials	Click to View	
6/08/2021	Change of Officials	Click to View	
4/11/2022	Change of Officials	Click to View	
5/03/2022	Biennial Report	Click to View	

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