



Community & Economic Development Department
4430 S. Adams County Pkwy.
1st Floor, Suite W2000B
Brighton, CO 80601
PHONE 720.523.6800
EMAIL epermitcenter@adcogov.org
adcogov.org

Change in Corporate Structure Application Process

When the owners or officers of a corporation change, a Change in Corporate Structure Application must be completed and submitted. A complete application must include the following items, forms can be found here: <https://sbg.colorado.gov/liquor-forms-by-number>.

- Certificate of Authority (only if a foreign corporation)
- Certificate of Incorporation, a date-stamped Article of Incorporation or - if the corporation has been in existence for at least two years - a Certificate of Good Standing dated within the last two years
- State Form DR 8177 - Limited Liability Company and Corporate Report of Changes Application
- State Form DR 8404-I - Individual History Record Form for each new owner or officer, along with a completed background check.
- Fees (see Fee Schedule here: <https://sbg.colorado.gov/liquor>).
- Financial documents if there is money being invested.
- Minutes of the meeting where the changes are reflected.

BOARD OF COUNTY COMMISSIONERS

Eva J. Henry
DISTRICT 1

Charles "Chaz" Tedesco
DISTRICT 2

Emma Pinter
DISTRICT 3

Steve J. O'Dorisio
DISTRICT 4

Lynn E. Baca
DISTRICT 5