



INDIVIDUAL LICENSE APPLICATION REQUEST FOR VOLUNTARY WITHDRAWAL

Revised 01/11/19

This is a request to stop the application process and withdraw your application to obtain a new local license. Once the application is withdrawn, you must restart the application process and any claim of reconsideration, hearing, and appeal will be forfeited. The Denver Department of Excise and Licenses may inform the applicable state licensing authority of the withdrawal.

SECTION I - APPLICANT INFORMATION

Applicant:

Business File Number:

(Name of individual who submitted original business license application)

(Business File Number of submitted application)

Email Address:

Phone:

SECTION II - WITHDRAWAL DETAILS

I wish to withdraw the following license application(s) from the application process:

To Submit, please email this completed form as an attachment to EXL_Notifications@denvergov.org

SECTION IV - OATH OF APPLICATION

I hereby request the withdrawal of my application identified above. I understand (1) that this request may not be canceled after it has been submitted, (2) that the withdrawn application and all related materials will remain a part of the Department's records, (3) that refund of any application fees is made solely at the discretion of the Director, and (4) per the policies and procedures, if a denial hearing has been held, the Director may approve or deny the withdrawal.

I understand that the Department will recognize faxed signatures or signatures sent by pdf, and that such executed copy of this request is authorized to create an effective original hereof and shall have the full force and effect of an original executed instrument.

I hereby further certify that I am the Applicant, that I have read the above information, and that all information that I have provided, as well as any attachments hereto are true, accurate, and complete to the best of my knowledge.

Authorized Signature:	Date:
Print Name:	Title: