



OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice was Sent: 1a. Delivered by:

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:
 New Application Renewal Alteration Corporate Change Removal Class Change Method of Operation Change

For **New** applicants, answer each question below using all information known to date
 For **Renewal** applicants, answer all questions
 For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)
 For **Corporate Change** applicants, attach a list of the current and proposed corporate principals
 For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation
 For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type
 For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board:

Applicant/Licensee Information:

4. Licensee Serial Number (if applicable): Expiration Date (if applicable):

5. Applicant or Licensee Name:

6. Trade Name (if any):

7. Street Address of Establishment:

8. City, Town or Village: , NY Zip Code:

9. Business Telephone Number of Applicant/Licensee:

10. Business E-mail of Applicant/Licensee:

11. Type(s) of alcohol sold or to be sold: Beer & Cider Wine, Beer & Cider Liquor, Wine, Beer & Cider

12. Extent of Food Service:
 Full food menu; full kitchen run by a chef or cook Menu meets legal minimum food availability requirements; food prep area at minimum

13. Type of Establishment:

14. Method of Operation: (check all that apply)
 Seasonal Establishment Juke Box Disc Jockey Recorded Music Karaoke
 Live Music (give details i.e., rock bands, acoustic, jazz, etc.):
 Patron Dancing Employee Dancing Exotic Dancing Topless Entertainment
 Video/Arcade Games Third Party Promoters Security Personnel
 Other (specify):

Rec'd By Community Board
 DEC 17 2021

15. Licensed Outdoor Area: (check all that apply)
 None Patio or Deck Rooftop Garden/Grounds Freestanding Covered Structure
 Sidewalk Cafe Other (specify):

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16. List the floor(s) of the building that the establishment is located on: GROUND FLOOR ONLY

17. List the room number(s) the establishment is located in within the building, if appropriate: (N/A)

18. Is the premises located within 500 feet of three or more on-premises liquor establishments? Yes No

19. Will the license holder or a manager be physically present within the establishment during all hours of operation? Yes No

20. If this is a transfer application (an existing licensed business is being purchased) provide the name and serial number of the licensee:

<u>(N/A)</u>	<u>(N/A)</u>
Name	Serial Number

21. Does the applicant or licensee own the building in which the establishment is located? Yes (if YES, SKIP 23-26) No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name: 259 BROOME LLC C/O HUGH KIRTLEY

23. Building Owner's Street Address: 259 BROOME ST

24. City, Town or Village: NEW YORK State: NY Zip Code: 10002

25. Business Telephone Number of Building Owner: 1 (914) 490 - 2111 / 1 (914) 472 - 9120

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name: JOSEPH LEVEY C/O HELBRAUN & LEVEY LLP

27. Representative/Attorney's Street Address: 40 FULTON FLOOR 28

28. City, Town or Village: NEW YORK State: NY Zip Code: 10038

29. Business Telephone Number of Representative/Attorney: 212-219-1193

30. Business E-mail Address of Representative/Attorney: c/o heather@helbraunlevey.com.

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: JOSEPH LEVEY Title: ATTORNEY

Principal Signature: 

HELBRAUN || LEVEY

December 15, 2021

Susan Stetzer
Manhattan Community Board 3
59 East 4th Street,
New York, NY 10003

RE: SAIGONNYC LTD
85 ORCHARD ST UNIT B
NEW YORK, NEW YORK 10002

Dear Susan Stetzer

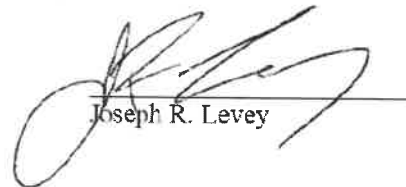
I am writing to you on behalf of my client in the subject of this letter. These applicants currently occupy space at the above address where they operate a restaurant.

Our client's intention is to apply to the New York State Liquor Authority for a/an corporate change application.

As you are aware, part of the licensing process requires that the Local Municipality or Community Board be notified to be given an opportunity to comment on the application. Please consider this letter notification of our intent to apply to the New York State Liquor Authority for the above referenced license.

Please forward any meeting notification information and/or documentation requirements to Heather Kirk in our Licensing Department, at the address indicated in my letterhead below, or to heather@helbraunlevey.com.

Sincerely,



Joseph R. Levey

helbraunlevey.com
110 William Street, Suite 1410
New York, NY 10038
212-219-1193