

STATE OF COLORADO

DEPARTMENT OF REVENUE
Liquor Enforcement Division

Business Location

1881 Pierce Street, Suite 108A
Lakewood, Colorado 80214
Phone (303) 205-2300
FAX (303) 205-2341

E-mail: LED@spike.dor.state.co.us

Website: www.colorado.gov/revenue/liquor



Bill Ritter, Jr.
Governor

Roxanne Huber
Executive Director

Laura K. Harris
Division Director

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August 30, 2004

Sinclair Oil Corporation
550 E. South Temple
PO Box 30825
Salt Lake City, UT 84130-0825

Re: Chain Store Application for Sinclair Oil Corporation.

Dear Sir or Madam:

This is to advise you that the State Liquor Enforcement Division has, at your request, created a "master file" for the above-listed applicant.

As of the date of this letter our master file includes the following items which you have submitted:

1. Individual History Records (Form DR-8404) for the following persons:

Peter M. Johnson
Robert E. Holding
Milton C. Blackmore

2. Fingerprint cards bearing the names and birth dates of the persons listed in paragraph 1. have been checked by CBI and FBI and reportedly found no record of any criminal history for those listed above.

3. Certificate of Authority or a Certificate of Good Corporate standing from the Colorado Secretary of State which indicates that Sinclair Oil Company, is a corporation authorized to do business in Colorado.

You must check with the local licensing authority to determine what documents they may require to process your application. Please feel free to provide them with this letter, as many local authorities will not require you again to submit fingerprint cards to them if you have already submitted such documents to the State Liquor Enforcement Division. This letter will serve to inform the local authorities exactly which documents you have already submitted to the State Enforcement Division.

Finally, once the local authority has approved your new license or transfer of ownership application, it must be sent to the Liquor Enforcement Division.

The local authority need not send change of corporate structure information previously reported to the Liquor Enforcement Division, as listed in and approved by this letter.

The only documents which are needed for a new or transfer of ownership application by the Division are:

1. The approved application signed by the local authority;
2. The appropriate fees;
3. A copy of this letter;
4. Proof of possession of the premises;
5. A diagram of the licensed premises;
6. Completed form DR 8442, if manager's registration is required.

Sincerely,

Laura Harris
Division Director

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