

SERVICE PROVIDED BY THE ADMINISTRATION OF MARIJAMPOLĖ MUNICIPALITY

1.	Service name	Issue of a one-time licence to engage in retail trade in alcoholic drinks
2.	Service recipients	Business entities Foreigners
3.	Service type: electronic/ non-electronic service	Electronic service Non-electronic service
3.1.	Reference to e-service (<i>in the case of an electronic service</i>)	https://www.epaslaugos.lt/portal/service/42523/23640
3.2.	Reference to the application form(s) (<i>in the case of a non-electronic service</i>)	https://www.marijampole.lt/07-07-vienkartines-licencijos-verstis-mazmenine-prekyba-alkoholiniais-gerimais-isdavimas/702
4.	Service provision term	Licence issue – 30 days
5.	Service price	Licence issue – EUR 17
6.	Methods and procedure of payment for the service (<i>including the possibility of payment for foreigners</i>)	Payment requisites: Payee: State Tax Inspectorate under the MF RL Entity code: 188659752 Payment code: 52318 Payee's bank name: AB „Citadele“ bankas Account number: LT78 7290 0000 0013 0151; SWIFT code – INDULT2X Payee's bank name: AB SEB bankas Account number: LT05 7044 0600 0788 7175; SWIFT code – CBVILT2X Payee's bank name: Akcinė bendrovė Šiaulių bankas Account number: LT32 7180 0000 0014 1038; SWIFT code – CBSBLT26 Payee's bank name: Luminor Bank AB Account number: LT74 4010 0510 0132 4763; SWIFT code – AGBLLT2X Payee's bank name: Luminor Bank AB Account number: LT12 2140 0300 0268 0220; SWIFT code – NDEALT2X Payee's bank name: „Swedbank“, AB Account number: LT24 7300 0101 1239 4300; SWIFT code – HABALT22 Payee's bank name: UAB Medicinos bankas Account number: LT42 7230 0000 0012 0025; SWIFT code – MDBALT22
7.	Service provision process description	Acceptance of the application, collection and verification of information from respective authorities, preparation of the order, issue of the licence through the Information System of Licences
8.	Information and documents to be	1. The application;

	submitted by the person	2. The consent of the organiser of the event, exhibition or fair. The consent must specify the duration of the event
9.	The service provider's contact details (the responsible employee's position, forename and surname, e-mail address, phone number)	Zita Bungardienė, the Chief Specialist of the Public Order Division Phone: +370 343 90 023, e-mail: zita.bungardiene@marijampole.lt
10.	The procedure of appealing against acts (omissions) of the service provider	According to the procedure established by legal acts
11.	Contact details of the organisations (if any) that can provide the necessary information or practical assistance to service recipients	Drug, Tobacco and Alcohol Control Department (Vilnius, Šv. Stepono g. 27)