



Utah Department of  
Alcoholic Beverage Services  
1625 South 900 West  
Salt Lake City, UT 84104

## NEW DISPENSING AREA APPLICATION For Restaurants

**Mailing Address:**

P.O. Box 30408  
Salt Lake City, UT 84130-0408  
☎: 801-977-6800 ✉: abs.utah.gov

### DO NOT REMODEL WITHOUT APPROVAL FROM DABS

Restaurant licensees may have a dispensing structure (bar) that is visible to the public under certain provisions. However, the licensee must first apply for and receive approval from DABS before any changes can be made. If a licensee changes their dispensing area without first submitting an application and getting approval from DABS, the licensee will be in violation.

Applications may be submitted via mail, in person or electronically at [abccompliance@utah.gov](mailto:abccompliance@utah.gov). For assistance before remodeling or serving any alcohol beverages from a new dispensing area, call DABS at 801-977-6800.

### APPLICANT

1. DBA:(*name of business*) \_\_\_\_\_
2. Business address: \_\_\_\_\_  
STREET
CITY
STATE
ZIP
3. Contact person: \_\_\_\_\_ Phone number: \_\_\_\_\_  
 Email: \_\_\_\_\_ DABS License#: \_\_\_\_\_

### HOW TO MODIFY THE FLOOR PLAN TO INCLUDE A NEW DISPENSING AREA

Licensees must submit a new floorplan with this application. It should be printed on 8 ½ by 11-inch paper (more pages may be used if the floorplan is too large to fit on one page). The floorplan must include the following defined areas for storage, dispensing and consumption:

1. Define your **dispensing structure (bar)**. Please indicate any surfaces or structures where an alcoholic product is:
  - (a) stored (b) dispensed and/or (c) otherwise used as an area to prepare an alcoholic beverage for service to patrons.
2. Define your **dispensing area**. The dispensing area includes the dispensing structure and a buffer zone in-between the dispensing structure (defined in 1 above) and the dining and waiting area (defined in 3 below). The buffer zone is either:
  - (a) any area within 10 feet of the dispensing area where a patron can view dispensing; **OR**
  - (b) an area that is physically separated from the dining area and any waiting area by a permanent physical structure (pony wall or railing) that measures at least 42 inches high; and at least 60 inches (five feet) from the inside edge of the barrier to the nearest edge of the dispensing structure.
3. **It is important to include either the 10-foot buffer zone or the 5-foot pony wall or rail on the floorplan (including measurements) as well as all tables and seating located within the dispensing area.**
4. Define your **dining area** and **waiting area**. This **dining area** is the remainder of the restaurant that is used primarily for consumption of food. Please include all tables and seating located within the dining area. The **waiting area** includes any lobby or other area where patrons may wait to be seated.
5. Define all **other areas of** the licensed premise, including any other alcohol storage, kitchen, bathrooms, entry/exit points etc.

\_\_\_\_\_ Date

\_\_\_\_\_ Applicant/Owner of business

\_\_\_\_\_ Title / Position

\_\_\_\_\_ Authorized Signature