

LICENSEE HANDBOOK

LIQUOR TRANSPORT LICENSE



UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE SERVICES

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Effective Date June 2022

TO ALL LICENSEES

As a licensee of the Utah Department of Alcoholic Beverage Services, you are required to be aware of the responsibilities, procedures, and potential liabilities regarding the sale and service of alcoholic beverages.

This handbook has been prepared to help you with the lawful handling of alcoholic beverages. Please review this information and keep the handbook available for reference. This handbook is current as of June 2022. Previously issued handbooks should be discarded as they may contain outdated information.

Our website (www.abs.utah.gov) has information about the liquor laws and rules with direct links to the complete code and administrative rules, as well as information about stores and agencies, products and prices, server training, and other interesting links. The website is regularly updated. Please review the website for information and services as they are developed.

It is our responsibility and desire to be of service and assistance. If you have questions after consulting the handbook, please call 977-6800, write, or e-mail (DABScompliance@utah.gov) the compliance division of this department.

LIQUOR TRANSPORT LICENSE



Allows the pickup and delivery of liquor on behalf of a retail licensee or to a central receiving and distribution center at the airport.

Liquor transport licenses run from June 1st to May 31st. License fees are not prorated, so full fees will be due even if a new license was issued at any time during the previous year. To apply for a liquor transport license, a nonrefundable application fee of \$300 plus a \$2,300 initial licensing fee is required. All license renewals are due by April 30th every year and the renewal fee is \$1,200.

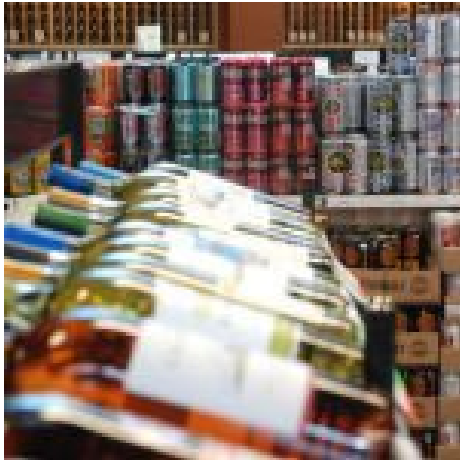
Be prepared to renew licenses beginning April 1st through April 30th annually.

LIQUOR TRANSPORT LICENSES

The liquor transport license allows a delivery service to pick up the liquor from a DABS package agency or state store on behalf of a bar, restaurant, hotel, airport central receiving & distribution center (specifically for distribution to airport lounges), or any other retail licensee who can sell liquor.



WHO CAN TRANSPORT ALCOHOL



- An individual can purchase liquor from a package agency or liquor store and take it to his or her own private residence, events, etc.
- Nothing prohibits a DABS retail licensee or the staff of a licensee from picking up their own properly purchased liquor and transporting it to their own licensed premises.
- If a licensee wants to hire a delivery service to pick up and drop off their purchases, they must hire someone with a liquor transport license.

DABS often has questions from prospective business-minded people about buying and/or transporting alcohol to non-licensed or non-permitted events, such as private parties, dinner events, or even other individual's private residences, etc. However, doing so as a business venture and being paid for this kind of service is unlawful.

Currently, there are NO LICENSES for any other private liquor or beer delivery services except the wholesale beer distributors or the liquor transport license to DABS licensees.

OPERATIONAL PROCEDURE:

The liquor transport licensees:

- May not SELL alcohol to anyone, but may DELIVER alcohol
- Are only allowed to charge for the delivery service



Please note these important provisions:

- The licensee must pre-pay the DABS directly for the alcohol in the form of ACH, company credit card, or check.
- The liquor transport service may NOT pay for the alcohol.
- The alcohol must be delivered directly from the transport vehicle and may not be stored anywhere else by the delivery service.
- The liquor transport licensee may not deliver liquor to any other person within the state except a retail or airport licensee.
- Alcoholic products in the possession or control of a liquor transport licensee are the property of the retail licensee or airport licensee whose funds were used to purchase the alcoholic product.



NO MINOR EMPLOYEES

A liquor transport licensee may not employ a minor under 21 years of age to handle an alcoholic product.

BUSINESS LICENSE, BOND, & INSURANCE

The liquor transport licensee must have and maintain a business license, carry a \$10,000 bond, and have evidence that the licensee carries a commercial auto policy for the transport vehicle.



REPORTS

Licensees are required to maintain an annual report that includes:

- The number of deliveries made to each retail licensee
- Each state store or package agency from which the liquor transport licensee picked up liquor
- Any breakage or shrinkage

ANY CHANGE OF OWNERSHIP

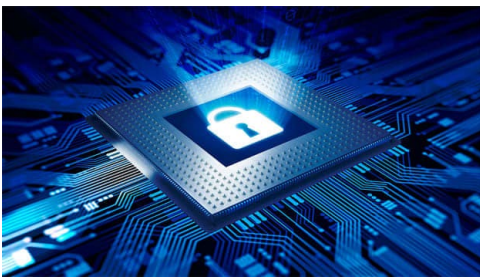


- Any change of ownership must be reported immediately to the licensee's DABS Compliance Specialist. It would be better to call ahead and discuss any ownership changes before doing so as some small changes can be done internally while others must go through a license transfer process and be approved by the commission.
- A liquor transport licensee may not sell, transfer, assign, exchange, barter, give or attempt in any way to dispose of the liquor transport license to a person, regardless of whether it is done for monetary gain.

AIRPORT CENTRAL RECEIVING AND DISTRIBUTION CENTER REQUIREMENTS

The airport "central receiving and distribution center" is a long name for a secure warehouse at an international airport. Understandably, airports are high-security locations, and deliveries to the airport licensees must be made differently than other retail licensees.

The distribution center:



- Receives alcoholic products from the liquor transport licensees, beer wholesaler licensees, and small brewers onto its premises
- Identifies, screens, and securely maintains the alcoholic products in a locked storage area at all times except during a security screening or transportation of the alcoholic product
- Notifies airport licensees when the screening is complete and alcoholic products are ready for delivery
- Delivers the alcoholic product to the airport licensee