



CRAFT DISTILLERY LICENSEE BRIEFING

LICENSEE: _____

LICENSE # _____

TRADENAME: _____

CLASS: _____

- LICENSE DOES NOT GRANT VESTED RIGHT - WAC 314-12-010
- LIQUOR TYPES AUTHORIZED BY LICENSE – WAC 314-11-065
- ILLEGAL TRANSFER/USE OF LICENSE RCW 66.24.010, RCW 66.24.025, WAC 314-12-070
- AGENT'S LICENSES - RCW 66.24.310(5), WAC 314-44-005 and 015. An accredited representative of a distiller may, after he or she has applied for and received a representative's license, contact retail licensees of the board only in goodwill activities pertaining to spirituous liquor products. Phone Number (360) 664-1600 (press option 1)
- CONFLICT OF INTEREST - No manufacturer, importer or wholesaler may have a direct financial interest in any retail licensed business. Exception: RCW 66.28.010; separate entity.
- PROHIBITED PRACTICES - RCW 66.28.010; WAC 314-12-140. No manufacturer, importer or wholesaler may advance money or money's worth to any retail licensee. Exceptions: RCW 66.28.310; Branded promotional items of nominal value.
- DISPLAY OF MASTER LICENSE WITH LIQUOR ENDORSEMENTS - RCW 66.24.010, WAC 314-11-060 (3)
- LICENSED BUSINESS OPEN TO INSPECTION – RCW 66.28.090, WAC 314-11-090.
- CRAFT DISTILLERY MAY APPLY FOR ADDITIONAL RETAIL LIQUOR ENDORSEMENTS ON SITE - RCW 66.28.010(c).
- LABEL REQUIREMENTS SPIRITS - RCW 66.28.100, WAC 314-52-010 Phone number (360) 664-1600 (press option 1)
- RETAIL PRICING - SALES TO CUSTOMERS AND BOARD, WAC 314-28-090. Pricing quote submitted to the Board, retail price will be set by the Board. Craft distillery is required to sell to customers at same retail price as the Board. Phone Number (360) 664-1600 (press option 1).
- TAX REPORTING/SURETY BONDS - **DISTILLERY** - RCW 66.28.060, WAC 314-19-010, WAC 314-28-070. Phone number (360) 664-1721; Fax: (360) 586-2086; Email: beerwinetaxes@liq.wa.gov. Monthly reports are required by the 20th of the following month. Reports must be filed every month, including months with no activity or payment due.
- SAMPLING/TASTING REGULATIONS - RCW 66.24.145, WAC 314-28-050, WAC 314-64-040, 050, WAC 314-64-08001. Free tasting on craft distillery site for craft distillery's own product only. Samples are ½ ounce or less unaltered, limit of 2 ounces, per person, per day at distillery. Sales at craft distillery are limited to 2 liters per customer per day. Retailers must purchase spirits from WSLCB. Procedures to furnish samples to retail licensees, quantities limited, accounting requirements apply. **No sales or samples to minors or to an apparently intoxicated person.**
- GIVING AWAY LIQUOR PROHIBITED - RCW 66.28.010 and 040. No distillery or agent thereof shall furnish spirits free to any person except as authorized by law. A distillery may donate tax paid product to a 501(C)(3) or a 501(C)(6) non-profit organization.
- RECORD KEEPING/INSPECTIONS - RCW 66.08.130, RCW 66.08.140, WAC 314-28-010, WAC 314-28-060(3). Licensees shall keep records of spirits production/purchases for three years after each sale. These records must be kept separate from any other records. Craft distillery licensees must ensure a minimum of 50% of all raw materials (including neutral grain spirits and the raw materials that go into making mash, wort, or wash) used in the monthly production of spirits are grown in Washington State.
- JOINT ADVERTISING - RCW 66.28.010, WAC 314-52-080 & 090, WAC 314-52-113. No retail licensee shall appear in, or as a part of, or supplementary to, any advertising by a manufacturer, importer or distributor. Advertising questions (360) 664-1625
- CHANGES REQUIRING BOARD APPROVAL - Alterations, added activities, changes in ownership, location, and business name. RCW 66.28.080, WAC 314-02-125, 130, WAC 314-07-080, 085 and 090. WAC 314-12-070. Phone Number (360) 664-1600 (press option 1).
- FAS/FAE SIGNS REQUIRED - WAC 314-11-060(2). FAS signs are required if conducting tasting or retail sales.
- ADOPTION OF FEDERAL LAWS - WAC 314-28-200. All laws, rules, and regulations of the federal government applicable to distilling of spirits are adopted as rules of the WSLCB.
- MANDATORY ALCOHOL SERVER TRAINING - Required for employees who serve alcohol samples at distillery. RCW 66.24.145, WAC 314-28-050.

I have received information on the above subjects and I am aware of the basic liquor laws covering the operation of my business. I understand I am responsible to operate my business in compliance with liquor laws and regulations.

Licensee signature

Officer providing briefing: _____
Print Officer's name

Print licensee/applicant name

Dated: _____

