

**WEST VIRGINIA  
SECRETARY OF STATE  
BETTY IRELAND  
ADMINISTRATIVE LAW DIVISION**

Form #6

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OFFICE WEST VIRGINIA  
SECRETARY OF STATE

**NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE  
AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE.**

AGENCY: Alcohol Beverage Control Commission - Beer TITLE NUMBER: 176

AMENDMENT TO AN EXISTING RULE: YES X NO \_\_\_\_\_

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 1

TITLE OF RULE BEING AMENDED: Nonintoxicating Beer Licensing and Operations Procedures

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: \_\_\_\_\_

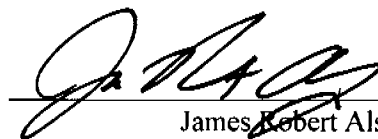
TITLE OF RULE BEING PROPOSED: \_\_\_\_\_

THE ABOVE RULE HAS BEEN AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE.

AUTHORIZATION IS CITED IN (house or senate bill number) Enrolled Com Sub for HB 2590

SECTION Chapter 64, Article 7, Section 1, PASSED ON March 8, 2007

THIS RULE IS FILED WITH THE SECRETARY OF STATE. THIS RULE BECOMES EFFECTIVE ON  
THE FOLLOWING DATE: May 7, 2007



James Robert Alsop  
Secretary of Revenue

\$10.00

FILED

TITLE 176  
LEGISLATIVE RULE  
ALCOHOL BEVERAGE CONTROL COMMISSION - BEER

2007 MAY -7 PM 2:09

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

SERIES 1  
NONINTOXICATING BEER LICENSING AND OPERATIONS PROCEDURES

**§176-1-1. General.**

1.1. Scope. -- These legislative rules repeal and replace 176 C.S.R. 1 and establish general rules for the West Virginia Alcohol Beverage Control Commissioner.

1.2. Authority. -- W. Va. Code §11-16-22.

1.3. Filing Date. -- May 7, 2007.

1.4. Effective Date. -- May 7, 2007.

1.5. Citation. -- These legislative rules may be cited as 176 C.S.R. 1.

**§176-1-2. Definitions.**

As used in these rules and unless the context clearly requires a different meaning, the following terms shall have the meaning ascribed in this section.

2.1. "Alcoholic Liquor" or "Liquor" means alcohol, beer, fortified wine and distilled spirits, and any liquid or solid capable of being used as a beverage, but shall not include wine with an alcohol content of fourteen percent (14%) or less by volume, nonintoxicating beer or nonintoxicating beverages.

2.2. "Brewer" or "Manufacturer" means any person, firm, association, partnership or corporation, including agents and employees, who is manufacturing, brewing, mixing, concocting, blending, bottling or otherwise producing or bottling, or importing or transshipping from a foreign country nonintoxicating beer for sale at wholesale to any licensed distributor.

2.3. "Brewer's License" means a license issued by the Commissioner to a brewer or manufacturer of nonintoxicating beer which authorizes that person to engage in brewing or manufacturing activities in this state.

2.4. "Brewer's Products" means all malt based beverages produced or imported by a brewer and offered for sale in the state of West Virginia.

2.5. "Class A License" means the license issued by the Commissioner which authorizes a retailer to sell at retail nonintoxicating beer for consumption either on the premises where sold or off the premises: Provided, that for railroads operating in this state, nonintoxicating beer may be sold at retail only for consumption in the licensed dining, club, or buffet car where sold.

2.6. "Class B License" means the license issued by the Commissioner which authorizes the retailer to sell nonintoxicating beer at retail in bottles, cans, or other sealed containers only, and only for consumption off the

licensed premises: Provided, that a Class B license may only be issued to the proprietor or owner of a grocery store.

2.7. "Class S License" means the special license issued by the Commissioner for the retail sale of nonintoxicating beer at a fair or festival sponsored or endorsed by the municipality or county wherein the fair or festival is conducted, and at other special events approved by the Commissioner.

2.8. "Commissioner" means the West Virginia Alcohol Beverage Control Commissioner or his delegate.

2.9. "Distributor" means any person, including that person's agents or employees, jobbing or distributing nonintoxicating beer to licensed retailers at wholesale and whose warehouse and chief place of business is located within this state.

2.10. "Distributor License" means a license issued by the Commissioner to a distributor which authorizes the distributor to engage in the commercial activities described in section 2.9 above.

2.11. "Food" and "Food Products" means and includes edible foodstuffs intended for human consumption and items commonly thought of as food, including by way of illustration and not by limitation, cereals and cereal products, meat and meat products, fish and fish products, poultry and poultry products, fresh and salt water animal products, eggs and egg products, vegetables and vegetable products, fruit and fruit products, flour and flour products, sugar and sugar products, milk and milk products, coca and coca products, coffee and coffee substitutes, tea, herbs, spices, salt and salt substitutes, condiments, soft drinks, soft drink mixes and syrups, tenderizers, food coloring, bottled drinking water, sugar substitutes, oleo, margarine, shortening, gelatins, baking and cooking ingredients, mushrooms, spreads, relishes, desserts, flavorings, edible seeds, nut and berries: Provided, that the terms "food" and "food for meals" does not include medicines, vitamins and dietary supplements whether in liquid, powdered, granular, tablet, capsule, lozenge, or pill form; spirituous, malt or vinous liquors or beer; ice; tobacco or tobacco products; candy and confections; chewing gum; cake letters; breath mints; or food sold through a vending machine.

2.12. "Grocery Store" means any retail establishment commonly known as a grocery store or delicatessen, where food or food products are sold for consumption off premises, and includes a separate and segregated portion of any other retail store which is dedicated solely to the sale of food, food products and supplies for the table for consumption off the premises.

2.13. "Licensed Retailer" means any person, including the person's agents and employees selling, servicing or otherwise dispensing nonintoxicating beer and all products regulated by West Virginia Code § 11-16-1 et seq., including, but not limited to, any malt beverages or malt coolers, at the retailer's established and licensed place of business.

2.14. "Licensee" means any person licensed in accordance with West Virginia Code §11-16-1 et seq. to brew, manufacture, distribute, or sell, at wholesale or retail, any nonintoxicating beer.

2.15. "Nonintoxicating Beer" means all cereal malt beverages or products of the brewing industry commonly referred to as beer, lager beer, ale and all other mixtures and preparations produced by the brewing industry, including malt coolers and containing at least one half of one percent (.5%) alcohol by volume, but not more than four and two-tenths percent (4.2%) of alcohol by weight, or six percent (6%) by volume, whichever is greater, all of which are hereby declared to be nonintoxicating and the word "liquor" as used in West Virginia Code §60-1-1 et seq. shall not be construed to include or embrace nonintoxicating beer nor any of the beverages, products, mixtures or preparations included within this definition.

2.16. "Original Container" means the container used by the brewer at the place of manufacturing, bottling or otherwise producing nonintoxicating beer for sale at wholesale.

2.17. "Person" means and includes an individual, firm, partnership, limited partnership, association or corporation.

2.18. "Private Club" means any corporation or unincorporated association licensed in accordance with West Virginia Code § 60-7-1 et seq. which:

2.18.1. belongs to or is affiliated with a nationally recognized fraternal or veteran's organization, which:

2.18.1.1. is operated exclusively for the benefit of its members;

2.18.1.2. pays no part of its income to its shareholders or individual members;

2.18.1.3. owns or leases a building or other premises;

2.18.1.4. admits only duly elected or approved dues paying members in good standing of the corporation or association and their guests while in the company of a member, and does not admit the general public; and,

2.18.1.5. maintains in the building or on the premises a suitable kitchen and dining facility with related equipment for serving food to members and their guests.

2.18.2. is a nonprofit social club, which:

2.18.2.1. is operated exclusively for the benefit of its members;

2.18.2.2. pays no part of its income to its shareholders or individual members;

2.18.2.3. owns or leases a building or other premises;

2.18.2.4. admits only duly elected or approved dues paying members in good standing of the corporation or association and their guests while in the company of member, and does not admit the general public; and,

2.18.2.5. maintains in the building or on the premises a suitable kitchen and dining facility with related equipment for serving food to members and their guests.

2.18.3. is organized and operated for legitimate purposes, which has at least one hundred (100) duly elected or approved dues paying members in good standing, which:

2.18.3.1. owns or leases a building or other premises, including any vessel licensed or approved by any federal agency to carry or accommodate passengers on navigable waters of this state; and,

2.18.3.2. maintains in the building or on the premises a suitable kitchen and dining facility with related equipment and employs a sufficient number of persons for serving meals to members and their guests.

2.18.4. is organized for legitimate purposes and which:

2.18.4.1. owns or leases a building or other limited premises in any state, county, or municipal park or at any airport, in which a club has been established;

2.18.4.2. admits only duly elected and approved dues paying members in good standing and their guests while in the company of a member, and does not admit the general public; and,

2.18.4.3. maintains in connection with the club a suitable kitchen and dining facility and related equipment and employs a sufficient number of persons for serving meals in the club to the members and their guests.

2.19. "Private Wine Restaurant" means a restaurant licensed in accordance with West Virginia Code § 60-8-1 et seq. which:

2.19.1. is a partnership, limited partnership, corporation, unincorporated association or other business entity which has its principal purpose the business of serving meals on its premises to its members and their guests;

2.19.2. is licensed under the provisions of West Virginia Code §60-8-1 et seq. as to all of its premises or as to a separate segregated portion of its premises to serve wine to its members and their guests when the sale accompanies the serving of food or meals; and,

2.19.3. admits only duly elected and approved dues paying members and their guests while in the company of a member, and does not admit the general public.

**§176-1-3. Licenses.**

3.1. General License Requirement: Each person seeking to manufacture, sell, possess for sale, transport or deliver nonintoxicating beer in the state of West Virginia must first be licensed in accordance with West Virginia Code § 11-16-5. Such licenses shall be valid for one (1) year for the period of July 1 through June 30 of the following year.

3.1.1. Following receipt of a completed application for a license containing supplemental information as the Commissioner may require, the Commissioner may conduct such investigation of an applicant as deemed necessary or desirable in determining whether the applicant is qualified to receive a license.

3.1.2. The Commissioner will conduct background investigations for the purpose of determining whether an applicant has been charged with, indicted for, or convicted of a crime that may have bearing upon the applicant's fitness to hold a retail liquor license. For purposes of this paragraph, "background investigation:" means a security, criminal and credit investigation of an applicant who has applied for the issuance or renewal of a retail liquor license. The applicant will submit West Virginia Alcohol Beverage Control Administration Release of Information and Waiver of Confidentiality of Records Form (Appendix A) for this purpose. The applicant will submit a full set of fingerprints to facilitate a criminal background check and the commissioner will request the state police to submit the fingerprints and identifying information to the Federal Bureau of Investigation for a national criminal history record check. The results of the fingerprint check will be returned to the West Virginia Lottery Commission and the Alcohol Beverage Control Commission.

3.1.3. The applicant will reimburse the ABCC for all fees or charges that are incurred by the ABCC for a background investigation undertaken pursuant to subdivision 3.1.2. of this rule..

3.1.4. A person may be licensed in only one capacity as a brewer, distributor or licensed retailer and there shall be no connection or interest, direct or indirect, between such persons.

3.2. Brewer's License: The annual license fee for a brewer with a principal place of business located in this state is one thousand five hundred dollars (\$1,500.00) for each place of manufacture.

3.2.1. If the period of the original license for the principle place of business or for a warehouse commences on or after January 1 of any year, the license fee for the facility is seven hundred fifty dollars (\$750.00).

3.2.2. No brewer or manufacturer shall offer for sale, sell, consign, ship or deliver nonintoxicating beer into this state except to a duly licensed distributor for delivery at the distributor's place of business.

3.2.3. A brewer or manufacturer with a brewery or place for manufacturing nonintoxicating beer in this state may act as the distributor of the products of the brewery or place for manufacturing. However, a distributor's license is required for that person to distribute nonintoxicating beer from a place other than where it is brewed or manufactured.

3.3. Foreign Corporation Brewer's License Application: A foreign corporation seeking a West Virginia brewer's license shall submit a verified application to the Commissioner, which shall state:

3.3.1. the name of the corporation and the state where incorporated;

3.3.2. the date incorporated;

3.3.3. the address of the corporation's main office;

3.3.4. the names and respective addresses of the corporation's officers and directors;

3.3.5. the date the corporation qualified to transact business in this state; and,

3.3.6. any other information required by the Commissioner.

3.4. A foreign corporation seeking a West Virginia brewer's license shall also provide the following to the Commissioner:

3.4.1. A surety bond (Appendix B) in an amount not less than five thousand dollars (\$5,000.00) nor more than twenty-five thousand dollars (\$25,000.00) payable to the state of West Virginia and conditioned upon the payment of any and all taxes accruing during the license period;

3.4.2. A certified copy of the certificate of authority issued by the Secretary of State authorizing the corporation to transact business in this state; and,

3.4.3. A certified copy of the corporation's most recent charter.

3.5. The annual license fee for a brewer's license for a foreign corporation selling nonintoxicating beer in this state, regardless of where its principle place of business is located, is one thousand five hundred dollars (\$1,500.00).

3.5.1. If the period of the original license commences on or after January 1 or any year, the license fee is seven hundred fifty dollars (\$750.00).

3.6. Distributor, Class A and Class B Licenses: The following information must be provided on the application (Appendix C) for a distributor, Class A or Class B license:

3.6.1. The name and residence of the applicant;

3.6.1.1. If the applicant is an individual, that the applicant is at least twenty-one (21) years of age and a resident of West Virginia for a period of two (2) years immediately preceding the date of application;

3.6.1.2. If the applicant is a firm, association, partnership, limited partnership or corporation, the application shall include the residence of the members or officers for the two (2) year period immediately preceding the date of application: Provided, that if a corporation applies for a Class A or Class B license, the officers, agents or employees who shall manage and be in charge of the licensed premises must possess all of the requirements of an individual applicant for a licensed retailer's license;

3.6.1.3. If the application is for a distributor license, the application shall state that the person, or for a firm, partnership, limited partnership or association, the officers or members thereof, have each been a bona fide resident of West Virginia for the four (4) years immediately preceding the date of application;

3.6.2. The place of birth of the applicant. That the applicant is a citizen of the United States, of good moral character, and if naturalized when and where naturalized;

3.6.2.1. If the applicant is a corporation, where and when incorporated with the name and address of each officer, and that each officer is a United States citizen and a person of good moral character;

3.6.2.2. If the applicant is a firm, association, partnership or limited partnership, the place of birth of each member, that each member is a United States citizen and if naturalized, when and where, and each member must qualify and sign the application;

3.6.3. The particular place for which the license is desired and a detailed description of the place, the description shall include the size and nature of the facilities operated by the applicant and the specific proportions of any structure used in conjunction with other purposes that will constitute the licensed premises;

3.6.4. The name of the owner of the building and if the owner is not the applicant, that a statement that the applicant is the actual and bona fide lessee of the premises;

3.6.5. Verification that the place or building in which the proposed business will be located:

3.6.5.1. conforms to all health, fire, safety, and zoning regulations;

3.6.5.2. is a safe and proper place or building; and,

3.6.5.3. is not within three hundred (300) feet of any church or school, measured from front door

to front door, along the street or streets; Provided:

3.6.5.3.a. that this requirement shall not apply to Class B license, or any place occupied by a licensed retailer so long as that place is continuously so occupied; and,

3.6.5.3.b. that this requirement shall not apply to a college or university that has notified the Commissioner, in writing, that it has no objection to the location of the proposed business;

3.6.6. That the applicant is not incarcerated and has not been convicted of a felony or other crime involving moral turpitude. An applicant who has been convicted of a felony or other crime involving moral turpitude shall not be eligible for licensure until five (5) years after successfully completing all conditions of probation, discharge from parole supervision, or expiration of sentence;

3.6.7. That the applicant is and shall remain for the license period the only person with a pecuniary interest in the business to be licensed;

3.6.8. That the applicant has not during the five (5) years immediately preceding the application date had a nonintoxicating beer license revoked.

3.7. Refusal of License: The Commissioner shall refuse to issue a distributor, Class A or Class B license if the applicant fails to satisfy any of the requirements of section 3.6 above or if in the Commissioner's opinion the applicant has engaged in conduct declared to be unlawful by West Virginia Code §11-16-1 et seq. or is an unsuitable person to be licensed.

3.8. Additional Requirements and Investigation: The Commissioner may require any additional information from an applicant for a distributor, Class A or Class B license and may conduct any investigation of the applicant or the proposed place of business as is determined necessary.

3.9. Annual License Taxes: Annual license taxes are as follows:

3.9.1. Class A licensee: one hundred fifty dollars (\$150.00) for each place of business;

3.9.2. Class A licensee: for each social, fraternal or nonprofit club in continuous operation for two (2) or more years immediately preceding the application date - one hundred fifty dollars (\$150.00);

3.9.3. Class A licensee: for each railroad dining, club or buffet car in which nonintoxicating beer will be dispensed - ten dollars (\$10.00) for each car;

3.9.4. Class B licensee: one hundred fifty dollars (\$150.00) for each place of business; and,

3.9.5. Distributor: one thousand dollars (\$1,000.00) for each place of business.

3.10. Class S License

3.10.1. An applicant shall submit the application (Appendix D) for a Class S license to the Commissioner at least thirty (30) days before the first day upon which nonintoxicating beer is to be sold at a fair or festival or other special event approved by the Commissioner. Any time a Class S license is obtained, the licensee is required to notify in writing all distributors in the area where the fair, festival or special event will occur in order that all distributors are provided the opportunity to participate.

3.10.2. The Commissioner may issue a Class S license for a term of no longer than ten (10) consecutive days.

3.10.3. The license fee for a Class S license is two hundred fifty dollars (\$250.00).

3.11. Brewery Representatives, Permits, Fee, Term, Suitability: No person shall act as agent, representative, solicitor or salesman in the state of West Virginia for any manufacturer of nonintoxicating beer until that person has obtained a permit to act as an agent, representative, solicitor or salesman, from the Commissioner.

3.11.1. Application: An application for a permit, shall be accompanied by a photograph (2 inches by 3 inches) of the applicant, and shall be made on a form prescribed and furnished by the Commissioner.

3.11.2. Fee: The fee for a permit to act as an agent, representative, solicitor or salesman is fifty dollars (\$50.00).

3.11.3. Term: All such permits expire on September 30 succeeding the date of issuance, unless sooner suspended, cancelled, or revoked.

3.11.4. Suitability: The Commissioner shall issue a permit to any suitable person upon showing that he or she:

3.11.4.1. Is a citizen of the United States of America;

3.11.4.2. Is at least eighteen (18) years of age;

3.11.4.3. Has not been convicted of a felony within the five (5) years immediately preceding the application for a permit and has completed all conditions of probation, been discharged from parole supervision or the sentence has expired;

3.11.4.4. Has not been convicted of a violation of federal or state liquor or beer law within the five (5) years immediately preceding the application for a permit;

3.11.4.5. Has not had a similar license or permit revoked or suspended in this or any other state within the five (5) years immediately preceding the application for a permit;

3.11.4.6. Is a person of good morals and reputation; and,

3.11.4.7. Is employed by a nonintoxicating beer manufacturer or brewer qualified to sell or ship nonintoxicating beer into the state of West Virginia.

3.11.5. Bond: In order to receive a permit the applicant shall file with the Commissioner a bond, with a solvent surety company approved by the Commissioner and registered to do business in this state, in the penalty of five hundred dollars (\$500.00), conditioned upon the observance of the West Virginia Nonintoxicating Beer Act and Rules promulgated under the Act.

3.11.6. Suspension or Revocation: Permits may be suspended or revoked by the Commissioner for noncompliance with the West Virginia Nonintoxicating Beer Act and rules promulgated under the Act, or for

false or fraudulent representations made in securing the permits. However, the Commissioner shall not revoke or suspend any permit unless and until a hearing shall be held after ten (10) days' notice, in writing, to the licensee. Such notice shall contain a statement of the charge or charges against the permittee and the time and place of hearing. Furthermore, such notice shall be served upon the permittee by registered mail, addressed to the office of the permittee's principal, as set out in the application.

3.12. Transfer: Nonintoxicating beer licenses are not transferable from one person to another; however, with the consent of the Commissioner, endorsed on the face of the license, a license may be transferred from one location to another.

3.12.1. A licensee shall not transfer a license from one (1) location to another before the transfer is approved by the Commissioner.

3.12.2. A licensee shall apply for a transfer of a license on the regular license application form.

3.12.3. A letter from licensee's surety company accepting liability on the new location must accompany the transfer application.

3.12.4. The Commissioner will not approve the transfer of a license before the letter from the surety company accepting liability on the new location is received.

3.13. Abandonment, Leasing or Loaning: No licensee shall abandon, loan, rent or lease his or her license.

3.13.1. Upon the sale of an outlet, the licensee shall remove his or her license from the premises and file it with the Commissioner.

3.13.2. Licensees, together with their surety, permitting others to use their licenses, either by express permission or by abandonment, will be held strictly liable for any bond forfeiture ordered against them for violations of the West Virginia Code §11-16-1 et seq.

3.14. Establishment: The following businesses and locations are generally not suitable for the retail sale of beer and, depending upon the circumstances, the Commissioner may refuse to issue a license to an applicant who intends to operate in:

3.14.1. Establishments in reasonable close proximity to churches, schools, state institutions, privately operated charitable or eleemosynary institutions: Provided, however, that a Class A license shall not be issued to a new establishment located within three hundred (300) feet of a school or church, measured from front door to front door along the street or highway;

3.14.2. Establishments in predominantly residential districts of any city, town, or village;

3.14.3. Filling stations or grocery stores, unless a bona fide restaurant is operated in connection with the station or store, and the sale, serving and consumption of beer is restricted to the restaurant section of the filling station or grocery store;

3.14.4. Establishments not completely under the control of the licensee, including all balconies and adjacent connecting rooms; and,

3.14.5. Premises on which there is an existing nonintoxicating beer license unless the applicant for a

new license for the premises and the owner of the building submit notarized statements to the Commissioner to verify that substantial efforts were made to recover and surrender the existing license.

3.15. Any person whose nonintoxicating beer license has been revoked shall not be eligible for a nonintoxicating beer license until after the revocation has been in effect for a period of five (5) years.

3.16. Posting License: The license granted in accordance with these Rules must be kept posted in a conspicuous place on the licensed premises.

3.17. Posting of Blood-Alcohol Chart: A blood alcohol chart, as prescribed by West Virginia Code § 60-6-24, shall be posted in every establishment in West Virginia which sells or offers for sale nonintoxicating beer.

3.17.1. Every private club licensed in accordance with West Virginia Code §60-7-1 et seq. with a nonintoxicating beer license shall prominently post the blood-alcohol chart. The chart shall be posted so as to be readily accessible and easily readable by the members and guest of the licensed private club.

3.17.2. Every licensed retailer licensed to sell nonintoxicating beer pursuant to the provisions of West Virginia Code §11-16-1 et seq. shall prominently display during the hours for which the retail sale of nonintoxicating beer is permitted, the blood-alcohol chart at or near that portion of the retail establishment devoted to the sale and/or display of any nonintoxicating beer sold by the licensed retailer. In the event the licensed retailer has nonintoxicating beer displayed for sale at more than one location within the licensed premises, or has multiple points of sale, or multiple points of ingress and egress from the licensed premises, then the licensed retailer may be required to display additional blood-alcohol charts at or near the displays, points of sale or store exits.

3.17.3. The licensed retailer is responsible for the prudent care of the blood-alcohol chart and for assuring that the chart is displayed in accordance with the provisions of this rule.

3.1.8. All persons licensed to sell nonintoxicating beer at retail either for consumption off-premises or on-premises, or both, shall display signs provided by the Commissioner warning of the possible danger of birth defects which may result from the consumption of alcohol during pregnancy as prescribed by West Virginia Code § 60-6-25 (Appendix E).

#### **§176-1-4. Labels, Brewer's Reports, Taxation, Distributor's Reports, Records Management By Brewers And Distributors**

4.1. Approval of Commissioner: The Commissioner must approve the label to be affixed upon any nonintoxicating beer container sold or to be sold in this state. Labels must be submitted by the brewery or importer in duplicate to the Commissioner who must approve the labels before they can be used on any container sold or to be sold in this state.

4.1.1. No label may be affixed to any nonintoxicating beer container, sold or for sale in this state, which bears any design, picture or wording indicating that the contents of the container are brewed or manufactured for one particular distributor or retailer or group of retailers, or use any trademark other than that of a licensed brewer or manufacturer.

4.2. Serving Bottled Beer From Which Labels Have Been Removed: No licensed retailer of beer shall serve to any customer any bottle of nonintoxicating beer from which the label has been removed unless the

retailer exhibits the bottle with crown intact, to the customer prior to opening the bottle.

4.3. Brewer's Reports, Taxation: A tax is imposed and levied by West Virginia Code §11-16-13 in the amount of five dollars and fifty cents (\$5.50) on each barrel of thirty-one (31) gallons, and in like ratio on each part barrel, of nonintoxicating beer which is either manufactured in this state for sale in this state, or manufactured outside of this state and brought into this state for sale in this state.

4.3.1. A brewer manufacturing or producing nonintoxicating beer in this state for sale in this state shall, on or before the tenth (10th) day of each month, file the report prescribed by the Commissioner stating total estimated sales of nonintoxicating beer to distributors in this state during that month and pay the tax on the estimated sales.

4.3.2. The distributor which is the original consignee of nonintoxicating beer manufactured or produced out of this state, or who brings the nonintoxicating beer into this state shall, on or before the tenth (10th) day of each month, file the report prescribed by the Commissioner stating the total estimated purchases of nonintoxicating beer during that month and pay the tax on the estimated purchases.

4.3.3. Any brewer which manufactures or produces nonintoxicating beer outside this state may, upon obtaining approval from the Commissioner, file the required report and pay the required tax on behalf of the brewer's distributors in this state.

4.3.4. Brewers and Distributors must file adjusted monthly reports by the twenty-fifth (25th) day of each reporting month.

4.3.5. Any monthly report reflecting an underestimate of the previous month's tax in an amount of twenty-five percent (25%) or more, which has not been timely adjusted, will result in a penalty assessment of one percent (1%) of the total taxes due in the prior month.

4.4. Records Management by Brewers and Distributors: Brewers and distributors shall keep all records, which relate to purchase and sales transactions in and for the state of West Virginia, on file in their respective licensed places of business for a period for three (3) years unless approval for earlier disposal is granted in writing by the Commissioner. The records shall include copies of all invoices covering all purchases, sales invoices, transfers, reports and such other records to completely describe the nonintoxicating beer transactions of the brewers and distributors and such other records as may be determined by the Commissioner to be essential for audit and control purposes.

**§176-1-5. Reserved For Future Use.**

**§176-1-6. Unlawful Acts.**

6.1. It shall be unlawful:

6.1.1. for any licensee, his, her, its or their servants, agents or employees to sell, give or dispense, or to allow any individual to drink or consume, in or on any licensed premises or in any rooms directly connected with the licensed premises, nonintoxicating beer on weekdays between the hours of two o'clock (2:00) a.m. and seven o'clock (7:00) a.m., or between the hours of two o'clock (2:00) a.m. and one o'clock (1:00) p.m. on any Sunday except in private clubs licensed under the provisions of West Virginia Code § 60-7-1 et seq., where the hours shall conform with the hours of sale of alcoholic liquors;

6.1.2. for any licensee, his, her, its or their servants, agents or employees, to sell, furnish or give any nonintoxicating beer to any person visibly or noticeably intoxicated, or to any person known to be insane or known to be a habitual drunkard;

6.1.3. for any licensee, his, her, its or their servants, agents or employees, to sell, furnish, permit the consumption of, or give any nonintoxicating beer to any person who is less than twenty-one (21) years of age;

6.1.4. for any licensee to permit in his or her premises any lewd, immoral or improper entertainment, conduct or practice;

6.1.5. for any licensee except the holder of a license to operate a private club issued under the provisions of W. Va. Code § 60-7-1 et seq., or a holder of a license for a private wine restaurant issued under the provisions of W. Va. Code §60-8-1 et seq., to possess a federal license, tax receipt or other permit entitling, authorizing or allowing the licensee to sell liquor or alcoholic drinks other than nonintoxicating beer;

6.1.6. for any licensee to obstruct the view of the interior of his or her premises by enclosure, lattice, drapes or any means which would prevent plain view of the patrons occupying the premises. The interior of all licensed premises shall be adequately lighted at all times: Provided, that provisions of this section shall not apply to the premises of a Class B licensee, and the premises of a private club or the premises of a private wine restaurant;

6.1.7. for any licensee to manufacture, import, sell, trade, barter, possess, or acquiesce in the sale, possession or consumption of any alcoholic liquors on the premises covered by the license or on premises directly or indirectly used in connection therewith: Provided, that the prohibition contained in this section with respect to the selling or possessing, or to the acquiescence in the sale, possession or consumption, of alcoholic liquors is not applicable with respect to the holder of a license to operate a private club nor is the prohibition applicable to a private wine restaurant insofar as the private wine restaurant is authorized to serve wine;

6.1.8. for any retail licensee to sell or dispense nonintoxicating beer purchased or acquired from any source other than a distributor, brewer or manufacturer licensed under the laws of this state;

6.1.8.1. Except as otherwise permitted by law, distributors will make no platform deliveries except to persons known to be licensed retail dealers, or upon a signed notarized order from the known retail dealers.

6.1.9. for any licensee to permit loud, boisterous or disorderly conduct of any kind upon the licensed premises or to permit the use of loud musical instruments if they may disturb the peace and quietude of the community where the business is located: Provided, that no licensee shall have in connection with the licensed place of business any loudspeaker located on the outside of the licensed premises that broadcasts or carries music of any kind;

6.1.10. for any person whose license has been revoked, to obtain employment with any licensed retailer within the period of one (1) year from the date of the revocation, or for any licensed retailer to knowingly employ that person within that time;

6.1.11. for any licensee or any agent, servant or employee of any such licensee to knowingly violate any rule lawfully promulgated by the Commissioner;

6.1.12. for any licensee to knowingly permit any act to be done upon the licensed premises the

commission of which constitutes a crime under the laws of this state;

6.1.13. for any Class B licensee to permit the consumption of nonintoxicating beer upon his or her licensed premises;

6.1.14. for any Class A licensee to permit any person less than eighteen (18) years of age to loiter in or upon any licensed premises; except, however, that the provisions of this section shall not apply where the person under the age of eighteen (18) years is in or upon the premises in the immediate company of his or her parent or parents, or is in or upon the premises for the purpose of actually making a lawful purchase of any items or commodities therein sold, or for the purchase of and actually receiving any lawful service therein rendered, including the consumption of any item of food, drink or soft drink therein lawfully prepared and served or sold for consumption on such premises;

6.1.15. for any Class A licensee to allow faucets or taps from which beer is drawn from kegs to be identified with a knob showing the brand or name of the brewer of the nonintoxicating beer dispensed to be other than the brand or name of the nonintoxicating beer actually dispensed; and

6.1.16 For any person to manufacture, sell, transport, deliver, furnish, purchase, consume or possess any nonintoxicating beer except as provided by the laws of this state or rules lawfully promulgated by the Commissioner.

6.2. Nothing in this rule shall prevent or be considered to prohibit any licensee from employing any person who is at least eighteen (18) years of age to serve in the licensee's lawful employ, including the sale or delivery of nonintoxicating beer. With the prior approval of the Commissioner, a licensee whose principal business is the sale of food or consumer goods or the providing of recreational activities, including, but not limited to, nationally franchised fast food outlets, family-oriented restaurants, bowling alleys, drug stores, discount stores, grocery stores, and convenience stores, may employ persons who are less than eighteen (18) years of age but at least sixteen (16) years of age: Provided, that the person's duties shall not include the sale or delivery on nonintoxicating beer or alcoholic liquors: Provided, however, that the authorization to employ persons under the age of eighteen (18) years shall be clearly indicated on the licensee's license.

6.3. The following acts, when performed by distributors, manufacturers or brewers are unlawful:

6.3.1. A distributor may not sell or offer to sell, or a licensed retailer may not purchase or receive, any nonintoxicating beer, except for electronic transfer of funds, cash or a check drawn against the bank account of the licensed retailer who is making the purchase. The distributor may accept electronic transfer of funds if it is initiated by an irrevocable payment order on the invoiced amount for the nonintoxicating beer. The retailer will pay the cost of the EFT and the distributor must initiate the transfer by noon within one day of delivery as prescribed by W. Va. Code §11-16-18(a)(4). No right of action shall exist to collect any claims for credit extended contrary to the provisions of this section. Nothing in this section prohibits a licensee from crediting to a purchaser the actual price charged for packages or containers returned by the original purchaser as a credit on any sale, or from refunding to any purchaser the amount paid or deposited for the containers when title is retained by the licensee.

6.3.1.1. All distributors must immediately, and in the regular course of business, deposit in the bank all checks given them by licensed retailers for the purchase of nonintoxicating beer. No distributor shall through himself, or his agents or employees, enter into any agreement or understanding with any licensed retailer to hold any checks given in payment for nonintoxicating beer.

6.3.1.2. The repeated giving of worthless checks by the licensed retailer to the distributor or the repeated acceptance of worthless checks from the licensed retailer by the distributor, is prima facie evidence of obtaining an extension of credit and shall, in the discretion of the Commissioner, be grounds for revocation or suspension of the retailer's or distributor's license.

6.3.1.3. Payment for a retail nonintoxicating beer license, or renewal of a license, shall be submitted only in the form of a certified check, cashier's check or money order made payable to the West Virginia Alcohol Beverage Control Commissioner in the exact amount as required by West Virginia Code § 11-16-9.

6.3.2. A brewer or distributor or his or her agents, may not transport or deliver nonintoxicating beer to any licensed retailer on Sunday.

6.3.3. A brewer or distributor may not give, furnish, rent or sell any equipment including trailers or draft trucks, fixtures, signs or supplies directly or indirectly or through a subsidiary or affiliate to any licensed retailer engaged in selling products of the brewing industry at retail, or offer any prize, premium, gift or other similar inducement, except advertising matter of nominal value, to either trade or consumer buyers: Provided: that a distributor may offer, for sale or rent, tanks of carbonic gas. Nothing in this section prohibits a brewer from sponsoring any professional or amateur athletic event or from providing prizes or awards for participants and winners in such events: Provided, however, that no such event shall be sponsored which permits actual participation by athletes or other persons who are minors, unless specifically authorized by the Commissioner.

6.3.3.1. No brewer shall contribute to or support, either directly or indirectly, any baseball, football, bowling or other athletic team or contest (except a recognized professional athletic team or contest) unless the brewer or distributor has first obtained written permission from the Commissioner to do so.

6.3.4. Any brewer or distributor, or any salesman, agent or representative of any brewer or distributor, who gives, either directly or indirectly, free goods or discounts to any licensed retailer is subject to immediate license revocation, as provided in West Virginia Code §11-16-18.

6.3.4.1. Free goods, or the giving of a certain number of free cases of nonintoxicating beer, for each number or amount of cases of nonintoxicating beer purchased is prohibited.

6.3.4.2. No brewer, distributor, salesman or representative shall give to any retailer or any person working for or connected with the retailer, either directly or indirectly, anything of more than nominal value. Brewers or their representatives, and distributors or their representatives, are prohibited from trade spending in any licensed retail establishment.

6.3.4.3. A distributor may rotate, stock and price nonintoxicating beer in a licensed nonintoxicating beer retail establishment, except on Sundays; Provided, that products purchased from other distributors are not altered or disturbed.

6.3.5. A distributor may not sell, possess for sale, transport or distribute nonintoxicating beer except in the original container.

6.3.6. A distributor may not sell, offer for sale, distribute or deliver any nonintoxicating beer outside the territory assigned to the distributor by the brewer or manufacturer of such nonintoxicating beer or sell, offer for sale, distribute or deliver any nonintoxicating beer to any licensed retailer whose principal place of business or licensed premises is within the assigned territory of another distributor of nonintoxicating beer: Provided,

that nothing in this section prohibits sales of convenience between distributors licensed in this state where one distributor sells, transfers or delivers to another distributor a particular brand or brands for sale at wholesale.

6.3.7. A brewer or manufacturer, or any other person, firm or corporation engaging in the business of selling nonintoxicating beer to a distributor or wholesaler, may not discriminate in price, allowance, rebate, refund, commission, discount or service between distributors or wholesalers licensed in the state of West Virginia. "Discriminate", as used in this section, means the granting of more favorable prices, allowances, rebates, refunds, commissions, discounts or services to one West Virginia distributor or wholesaler when compared to another.

6.3.7.1. Breweries licensed to do business in the state of West Virginia may not engage in price discrimination or make any secret deals with distributors in the state of West Virginia.

6.3.7.2. No brewer shall discriminate in price, allowance, rebate, refund, commission, discount or service between wholesaler's purchasing beer, ale, malt beverages, or malt coolers and no brewer can threaten a distributor in order to change or maintain resale prices.

6.3.8. A brewer or manufacturer, or any other person, firm or corporation engaged in the business of selling nonintoxicating beer to a distributor or wholesaler, may not sell or deliver nonintoxicating beer to any licensed distributor or wholesaler unless and until the brewer, manufacturer, person, firm or corporation, as the case may be, has filed the brewery or dock price of the beer, by brands and container sizes, with the Commissioner. No price schedule shall be put into effect until fourteen (14) days after receipt by the Commissioner: Provided, that any price reductions shall remain in effect not less than thirty (30) days.

6.3.8.1. West Virginia licensed beer distributors shall not sell or deliver nonintoxicating beer to any licensed retailer unless the distributor:

6.3.8.1.a. Shall have filed with the Commissioner fourteen (14) days prior to the effective date the wholesale price of the nonintoxicating beer by brands and container sizes. The prices shall be the same for all licensees in a geographical area, the geographical area to be no smaller than a county;

6.3.8.1.b. Shall have furnished licensed retailers with a printed, lithographed or mimeographed price list, on or before the effective date, showing the wholesale price of the nonintoxicating beer by brands and container sizes; and,

6.3.8.1.c. Shall file with the Commissioner during the month of December a complete price listing along with UPC Codes of each product by package size and brand carried by the distributor. This filing is in addition to any other filing required pursuant to these rules.

6.3.8.2. In no case shall a distributor file with the Commissioner prices which would reflect quantity discounts.

6.3.8.3. To effect any planned change in the price list of nonintoxicating beer, a distributor must have filed with the Commissioner, in duplicate, the changed price list. A copy will be acknowledged by the Commissioner and returned to the distributor. New prices will then become effective within three (3) working days of the designated date and after receipt of written acknowledgement from the Commissioner. If a distributor fails to put price changes into effect within three (3) working days of the designated date and after written acknowledgement from the Commissioner the price change is null and void.

6.4. The following acts, when performed by any person, are unlawful:

6.4.1. Any person under the age of twenty-one (21) years who, for the purpose of purchasing nonintoxicating beer, misrepresents his or her age, or presents or offers any written evidence of age which is false, fraudulent or not actually his or her own, or who illegally attempts to purchase nonintoxicating beer, is guilty of a misdemeanor, and, upon conviction thereof, shall be fined in an amount not to exceed fifty dollars (\$50.00) or shall be imprisoned in the county jail for a period not to exceed seventy-two (72) hours, or both fined and imprisoned, or, in lieu of a fine and imprisonment, may, for the first offense, be placed on probation for a period not exceeding one (1) year.

6.4.2. Any person who knowingly buys for, gives to or furnishes nonintoxicating beer to anyone under the age of twenty-one (21) to whom they are not related by blood or marriage is guilty of a misdemeanor and shall, upon conviction thereof, be fined in an amount not to exceed one hundred dollars (\$100.00) or shall be imprisoned in the county jail for a period not to exceed ten (10) days, or both fined and imprisoned.

6.4.3. Any person who at any one time transports into the state for their personal use and not for resale, more than six and seventy-five hundredths (6.75) gallons of nonintoxicating beer, upon which the West Virginia barrel tax has not been imposed, is guilty of a misdemeanor and shall, upon conviction thereof, be fined in an amount not to exceed one hundred dollars (\$100.00), and shall have all the untaxed nonintoxicating beer in his or her possession at the time of the arrest confiscated, or imprisoned for ten (10) days in the county jail, or both fined and imprisoned.

**§176-1-7. Advertising.**

7.1. Any West Virginia licensed retailer may advertise nonintoxicating beer products only in the following manner:

7.1.1. By a display or displays of such products and their containers within licensed establishments.

7.1.2. Within licensed establishments by signs, posters, placards, graphic displays, decorations or other similar advertising matter where the combined area for any one brand of nonintoxicating beer does not exceed a maximum area of two thousand two hundred (2,200) square inches, including crepe paper or other background or decorative material, signs, placards, posters or other similar advertising matter.

7.1.3. By advertisements in newspapers, advertising circulars and similar publications that nonintoxicating beer is for sale on the licensed premises.

7.2. Advertising matter as in section 7.1.2 of these rules may be furnished to a licensed retailer by a brewer or distributor only if it has no value to the licensed retailer except as advertisement.

7.2.1. No brewer or distributor shall directly or indirectly pay or credit the licensed retailer for displaying any advertisement or for any expense incidental to the advertisement.

7.2.2. These rules shall not be construed to permit the display of nonintoxicating beer or advertisement in show windows or to prohibit the display of faucet advertising indicating the brand or brands of draft nonintoxicating beer offered for sale.

7.2.3. No brewer or distributor shall paint the interior or exterior of a licensed retailer's licensed premises under the guise of advertising.

7.3. Any advertisement of nonintoxicating beer may not contain the following:

7.3.1. Any statement that is disparaging of a competitor's product;

7.3.2. Any statement, device or representation that is obscene or indecent;

7.3.3. Any statement that is false or misleading in any manner;

7.3.4. Any statement that may intimate or state that drinking of the advertised product produces good health, affects weight or similar statements.

7.4. Advertising gifts not exceeding twenty-five (\$25.00) in value, may be given if prior written approval of the Commissioner has been obtained.

7.5. The brewers and distributors furnishing the advertisements and the retailer in whose establishment or on whose grounds the advertisements are located are equally responsible for the displaying of the advertising prohibited in this rule.

7.6. Posters, placard, mirrors, windows, doors: All signs advertising the brand or the price of nonintoxicating beer on the windows or doors of licensed retailers are prohibited.

7.7. Point of Sale Materials: Materials used for point of sale of an electrical or mechanical construction are prohibited.

**§176-1-8. Sanitation.**

8.1. Health Permits: The Commissioner shall not issue a Class A license, authorizing the sale of nonintoxicating beer for consumption on the licensed premises, to any person, partnership, firm, association or corporation, unless the applicant has a permit from the Health Department in the county where the establishment is located. Such health permit must authorize the applicant to operate a tavern in the premises set out and described in the applicant's application. The Commissioner will not transfer a license to a new location unless the licensee has a permit from the appropriate Health Department to operate a tavern in the new location, as described in licensee's application for transfer.

8.2. Health, Sanitation, Toilets: Class A licensed establishments must be kept in a sanitary condition, as required by the appropriate Health Department. Class A licensees shall maintain separate toilets for each sex, properly labeled and conveniently located.

8.3. Sanitation Schools, Classes and Demonstrations: Brewers and distributors, either jointly or severally, with the cooperation of the Commissioner, may hold classes for the instruction of Class A licensees and their employees in the proper method of cleansing and sterilizing glasses and other equipment used in the serving or dispensing of nonintoxicating beer to the public: Provided, that no refreshments shall be served except nonintoxicating beer for demonstration as to the impairment of its quality and taste by the use of improper cleansing and sterilizing of glasses and equipment.

8.4. Cleansing Beer Bottles, Pipe Lines, Registration:

8.4.1. Cleansing of beer bottles and bottling: Beer bottle soakers and cleansers shall be of such

mechanical construction and operation as to entirely eliminate manual handling or contact with the bottles from the point the bottles are placed in the soaker until filled with beer and crowned. Soakers and cleansers used must be so equipped as to provide, at the least, one (1) outside and two (2) inside brushings, and five (5) individual rinsings of each bottle, using properly decreasing alkali solution, or an equivalent, and at proper temperature, until the bottles reach the fresh water compartment.

8.4.2. Cleansing of beer pipe lines and barrel tubes: Beer pipe lines and barrel tubes must be cleansed simultaneously, not less than twice each week (approximately ninety (90) hour intervals) by the use of a hydraulic pressure mechanism, hand pump suction or force cleaner, in conjunction with a suitable detergent, or detergent and sterilizer combined, or any other apparatus approved by the Commissioner. When coils are cleansed in either of these manners, the detergent must be permitted to remain in the line not less than ten (10) minutes, and may lie still or be agitated. After cleansing, lines shall be rinsed with clear water until all chemicals have been removed. All compounds used for cleansing beer pipe lines and barrel tubes must be approved by the Health Department in the county where the establishment is located.

8.4.3. Pipe lines and equipment: The use of any tubing or pipes through which nonintoxicating beer flows or is forced, other than tubing or pipes made of vinyl, polyethylene or similar materials is prohibited; and the use of rubber hose or tubing or any kindred products in connection with draft nonintoxicating beer is prohibited.

8.4.4. Gassing of nonintoxicating beer: Nonintoxicating beer may be gassed by the use of carbonic gas (carbon dioxide), or by the use of electrical, hydraulic or mechanical pumps. In the event pumps are used, the intake for the pumps shall be from the outside of the building where fresh and clean air is available, and the intake must be protected by a suitable filter or filters.

8.4.5. Cleansing and sterilizing of receptacles in which nonintoxicating beer is served: All glasses and similar containers used in serving nonintoxicating beer shall, after each use and before being used again, be thoroughly cleansed and sterilized:

8.4.5.1. Cleansing: Glasses and containers shall be washed in hot water containing an effective cleansing agent.

8.4.5.2. Sterilization: Glasses shall be sterilized by either of the following methods:

8.4.5.2.a. Method 1: Each glass or container shall be immersed for not less than one minute in clean water containing not less than one hundred (100) parts per million (1,000,000) of available chlorine. The glass or container shall be rinsed free from the washing solution. After the sterilizing operation, the chlorine odor may be eliminated by draining the glass for a period or rinsing in clean water. The most practical and effective arrangement for complying with Method 1 is to provide a small three (3) compartment vat. Each compartment should be provided with a means of draining. Hot and cold running water should be piped to the vat if available. The first compartment should contain the hot alkaline wash water; the second compartment clean rinse water, and the third compartment the chlorine sterilizing solution; and,

8.4.5.2.b. Method 2: Each glass or container shall be immersed for not less than two (2) minutes in clean hot water maintained at a temperature of at least one hundred seventy (170) degrees Fahrenheit.

8.4.6. Registration: Every person, firm or corporation conducting a business in the state of West Virginia which involves the cleansing of beer coils and barrel tubes shall register with the Health Department in

in the county in which the establishment is located and the Commissioner's office by providing the business's name and address, and the method and chemicals used in the cleansing of the beer pipe lines and barrel tubes. Licensed retailers who do their own cleansing shall register as in the case of a person, firm or corporation.

8.4.6.1. All persons, firms or corporations engaged in the business of cleansing beer coils and barrel tubes shall furnish, without cost, to each licensed retailer a record card, which shall be approved by the Commissioner's office. The record card shall show the date of each cleansing, the method used and be signed by the person who performed the cleansing. The card shall provide for a period of six (6) months, and at the end of each six (6) months, shall be signed by the licensed retailer, notarized and forwarded immediately to the Commissioner's office. The card in use shall be kept upon the licensed premises and shall be available at all times for inspection by Health Department in the county in which the establishment is located and agents and employees of the Commissioner's office.

**§176-1-9. Reserved For Future Use.**

**§176-1-10. Deposit For Packages, Container Deposits, Rebates.**

10.1. Container Deposits, Rebates: On all wholesale and retail sales of nonintoxicating beer, ale, malt beverages or malt coolers in returnable bottles of any size, there shall be a minimum cash deposit charge of seventy-five cents (\$.75) per case, regardless of case size.

10.1.1. Each brewer, distributor or retailer authorized by the Commissioner to sell, ship or deliver nonintoxicating beer in the state of West Virginia shall not buy, sell, rent, lend, give or offer to buy, sell, rent, lend or give returnable bottles upon which a deposit charge has been paid. Bottles of the same type, color, and size shall be returned for rebate to the brewer or distributor to whom the deposit charge was paid in the cases in which originally sold or delivered.

10.1.2. Each brewer, distributor or retailer authorized by the Commissioner to sell, ship or deliver nonintoxicating beer in the state of West Virginia, shall accept for rebate all usable, returnable bottles upon which a deposit charge was made when sold or delivered, if the bottles are the same type, color, and size and in the cases in which originally sold or delivered, and shall pay rebates in the amount equal to the deposit charge.

**§176-1-11. Chipped or Broken Bottles.**

11.1. No allowances shall be made by any distributor to any licensed retailer for chipped bottles. Replacement may be made by any distributor to any licensed retailer as a result of broken bottles, where the crown and neck are intact. Breweries may share equally with distributors in replacement of broken bottles where the crown and neck are intact.

**§176-1-12. Flat Beer.**

12.1. No allowance shall be made by any brewer or distributor to any licensed retailer, nor shall any brewer make any allowance to any distributor as a result of any claim for flat beer in excess of a ratio of one (1) bottle to five hundred (500) bottles in any one (1) calendar month, except with the written approval of the Commissioner.

12.1.1. Any allowances made in excess of the rate of one (1) bottle to five hundred (500) bottles as a result of claims for flat beer will subject the offending parties to a revocation of their licenses.

**§176-1-13. Brewers, Qualification, Shipment Into State, Bond, Contract.**

13.1. West Virginia distributors shall not purchase, receive or distribute any nonintoxicating beer from any brewer, whether situate in or out of the state of West Virginia, unless the brewer is qualified to manufacture or ship nonintoxicating beer into the state by posting bond with the Commissioner. The bond must be conditioned upon the faithful observance of West Virginia Code § 11-16-1 et seq. and the rules promulgated thereunder, and obtaining a license as described in West Virginia Code § 11-16-1 et seq. which shall provide:

13.1.1. For the filing of such written reports as may be required by the Commissioner.

13.1.2. For the payment on behalf of its distributors, of the beer excise (barrel) tax in monthly advance payments, or as may be otherwise directed by rule or statute;

13.1.3. For the delivery, upon request, to the office of the Commissioner, the brewer's records, papers and accounts, for the purpose of inspecting and auditing the same, or the payment of the expense of an auditor(s) of the Commissioner while inspecting and auditing records in the office of the brewer; and

13.1.4. For the posting of bond, with surety, in the amount of twenty-five thousand dollars (\$25,000.00) conditioned upon the compliance by the brewer with all rules and laws of the state of West Virginia relating to nonintoxicating beer.

13.2. Brewer-Distributor Franchise Agreement and Its Termination.

13.2.1. A brewer may not transfer or deliver to a distributor any nonintoxicating beer without first having entered into an equitable franchise agreement with the distributor: Provided, that the franchise agreement must conform to the laws of this state and be approved in writing by the Commissioner. The franchise agreement shall be in writing, shall be identical as to terms and conditions with all other franchise agreements between the brewer and its other distributors in this state, and it shall contain a provision in substance or effect as follows:

13.2.1.1. The brewer recognizes that the distributor is free to manage his or her business in the manner the distributor considers best, and that this prerogative vests in the distributor, subject to the provisions of West Virginia Code §11-16-1 et seq., the exclusive right to establish the distributor's selling prices, to select the brands of nonintoxicating beer the distributor wishes to handle, and to determine the efforts and resources which the distributor will exert to develop and promote the sale of the brewer's products;

13.2.1.a. As a brewer's products handled by the distributor will not be sold by others in the territory assigned to the distributor, the brewer is dependent upon the distributor for the sale of such products; and,

13.2.1.b. The distributor must therefore competitively price the brewer's products, devote reasonable effort and resources to the sale of such products and maintain a satisfactory sales level.

13.2.1.2. A brewer may sell to another brewer the manufacturing, bottling or other production rights for the sale of nonintoxicating beer at wholesale. When a sale occurs, the franchised distributor of the selling brewer is entitled to continue distributing the selling brewer's nonintoxicating beer products as authorized in the distributor's existing franchise agreement. The acquiring brewer shall continue to market all the selling brewer's nonintoxicating beer products through the franchised distributor as though the acquiring

brewer had made the franchise agreement, and the acquiring brewer may terminate the franchise agreement only in accordance with West Virginia Code §11-16-21(b)(2) and section 13.2.2.2 of this rule. The acquiring brewer may continue to distribute any of its other nonintoxicating beer products through its duly authorized franchises in accordance with all other provisions of this section.

13.2.1.3. In the event a brewer withdraws his products from the state and subsequently reintroduces his products to the state at a later date, that brewer or his successor shall offer the territorial franchise for those products to such distributors who had a franchise agreement with the brewer in effect at the time of the original withdrawal of the brewer's products.

13.2.1.4. The provisions of this rule and W. Va. Code § 11-16-1 et. seq. shall be part of all franchise agreements subject to the provisions of W. Va. Code § 11-16-21 and may not be altered by the parties.

13.2.2. A Brewer or Distributor Shall Not:

13.2.2.1. Coerce or persuade, or attempt to coerce or persuade, any licensee to enter into any contracts or agreements, whether written or oral, or to take any other action, which will violate or tend to violate any provision of West Virginia Code §11-6-1 et seq. or any of the rules, standards, requirements or orders of the Commissioner; or

13.2.2.2. Cancel, terminate or rescind without due regard for the equities of the brewer or distributor, and without just cause, any oral franchise agreement entered into on or before June 11, 1971, or any written franchise agreement entered into on, before, or subsequent to July 1, 1971.

13.2.2.2.a. The cancellation, termination or rescission of any franchise agreement shall not become effective for at least ninety (90) days after written notice of the action has been served on the affected party and the Commissioner by certified mail, return receipt requested.

13.2.2.2.b. The ninety (90) day period and the notice of cancellation, termination or rescission shall not apply if action is agreed to in writing by both the brewer and the distributor involved.

13.2.2.2.c. If a brewer seeks to terminate dealings with a distributor and the distributor does not agree in writing to the termination the brewer must:

13.2.2.2.c.1. Notify the Commissioner and the distributor in writing of the brewer's intent to terminate dealings with the distributor;

13.2.2.2.c.2. After receipt of approval of the termination from the Commissioner, offer to purchase all marketable nonintoxicating beer manufactured by the brewer in the possession of the distributor as of the date of termination at the then existing brewery platform price, plus transportation costs; and

13.2.2.2.c.3. Refrain from making any statement, or performing or causing to be performed, any act (other than the termination) detrimental to the distributor or to the distributor's business.

13.2.2.2.d. After receipt from a brewer of a written notice of termination and receipt from the Commissioner of approval of the termination, the distributor must:

13.2.2.2.d.1. Sell to the brewer all marketable nonintoxicating beer, ale, malt beverages or

malt coolers manufactured by the brewer and in the possession of the distributor as of the date of the termination at the then existing brewery platform price, plus transportation; and

13.2.2.2.d.2. Refrain from making any statement, or performing or causing to be performed, any act detrimental to the brewer or to the brewer's product or business.

13.2.2.2.e. If a distributor seeks to terminate dealings with a brewer, the distributor must:

13.2.2.2.e.1. Notify the Commissioner and the brewer, in writing, of the distributor's termination of dealings with the brewer;

13.2.2.2.e.2. Offer to sell to the brewer all marketable nonintoxicating beer, ale, malt beverages or malt coolers manufactured by the brewer in the possession of the West Virginia distributor as of the date of the termination at the then existing brewery platform price, not including transportation; and

13.2.2.2.e.3. Refrain from making any statement, or performing or causing to be performed, any act (other than the termination) detrimental to the brewer or to the brewer's product or business.

13.2.2.2.f. After receipt from a distributor of a written notice of termination, the brewer must:

13.2.2.2.f.1. Purchase from the distributor all marketable nonintoxicating beer manufactured by the brewer and in the possession of the distributor as of the date of the termination at the then existing brewery platform price, not including transportation; and

13.2.2.2.f.2. Refrain from making any statement, or performing or causing to be performed, any act detrimental to the distributor or to the distributor's business.

13.2.2.2.g. Hearing: If the Commissioner has grounds to believe that there has occurred a violation of section 13.2 of this rule by either a brewer or a distributor, the Commissioner may in his or her discretion order a hearing to determine whether or not a violation has occurred. If a hearing is ordered by the Commissioner, the hearing shall be held in the office of the Commissioner within thirty (30) days after the termination in question. Any hearing shall be conducted in the manner described in the West Virginia Code §11-16-1 et seq., and the burden of proving that a violation has been committed rests upon the brewer or distributor, as the case may be, against whom the termination has been effected. The Commissioner shall, within ten (10) days after the close of any hearing, make his or her determination and issue an appropriate order of findings as to whether or not a violation of this rule has occurred.

13.2.3. A distributor seeking to sell or transfer the distributor's franchise must give to the brewer at least sixty (60) days notice in writing of the impending sale or transfer, the identity of the person, firm or corporation to whom such sale or transfer is to be made, and any other information the brewer may reasonably request. The notice shall be made upon forms and contain such additional information as the Commissioner prescribes by rule. A copy of the notice shall be forwarded to the Commissioner.

13.2.3.1. The brewer must be given sixty (60) days to approve or disapprove the sale or transfer. If the brewer neither approves nor disapproves of the sale or transfer within sixty (60) days of the date of the receipt of the notice, the sale or transfer shall be considered approved.

13.2.3.2. In the event the brewer disapproves of the sale or transfer, the brewer must give written notice to the distributor, setting forth the reasons for the disapproval.

13.2.3.2.a. The brewer may not unreasonably withhold approval of the sale or transfer. The fact that the prospective franchisee, transferee or purchaser has not had prior experience in the nonintoxicating beer business or beer business is not considered sufficient reason for a valid disapproval; however, lack of experience may be considered in conjunction with other adverse factors in supporting the position of the brewer.

13.2.3.2.b. The brewer may not impose requirements which are more stringent or restrictive than those currently demanded or imposed upon the brewer's other distributors in the state of West Virginia.

13.2.3.3. A copy of the notice of disapproval must be forwarded to the Commissioner and to the prospective franchisee, transferee or purchaser. If the issue is not resolved within twenty (20) days from the date of the disapproval, any of the parties may demand arbitration and shall notify the other parties and the Commissioner of the demand for arbitration.

13.2.3.3.a. The matter must be submitted to a board of three (3) arbitrators in the county in which the distributor's principal place of business is located; the party requesting arbitration shall name one arbitrator. The party receiving the notice for arbitration shall, within ten (10) days after receipt, by notice name the second arbitrator.

13.2.3.3.b. If the party receiving notice fails to name the second arbitrator, the appointment may be made by the chief judge of the circuit court of the county in which the distributor's principal place of business is located if such action is requested by the party requesting arbitration in the first instance.

13.2.3.3.c. The two (2) appointed arbitrators must name the third, or if they fail to do so within ten (10) days after appointment of the second arbitrator, the third arbitrator may be appointed by the chief judge upon request of either party.

13.2.3.4. The arbitrators shall promptly hear and determine the questions submitted pursuant to the procedures established by the American Arbitration Association. The arbitrators shall render the decision with all reasonable speed and dispatch but in no event later than twenty (20) days after the conclusion of evidence. The decision must include findings of fact and conclusion of law and it must be based upon the justice and equity of the matter. The arbitrators shall give each party shall be given notice of the decision.

13.2.3.5. If the decision of the arbitrators approves the proposed sale or transfer, the brewer shall forthwith agree to the same and shall immediately transfer the franchise, unless notice of intent to appeal the decision is given the arbitrators and all other parties within ten (10) days of notification of the decision. If any party considers himself or herself aggrieved by the decision, that party has a right to bring an appropriate action in circuit court. Any and all notices shall be given to all parties by certified or registered mail, return receipt requested.

13.2.4. The violation of any provision of this subsection by any brewer constitutes grounds sufficient for the forfeiture of the bond furnished by the brewer in accordance with West Virginia Code § 11-16-12. Moreover, any circuit court of the county in which a distributor's principal place of business is located has the jurisdiction and power to enjoin the cancellation, termination or rescission of any franchise agreement between a brewer and the distributor, and, in granting an injunction to a distributor, the court shall provide that the brewer so enjoined shall not supply the customers or territory of the distributor while the injunction is in effect.

13.3. Brewers and Distributors Interceding for Licensed Retailers: No brewer or distributor may intercede

on behalf of any licensed retailer with respect to a refusal or revocation of a license.

13.4. **Brewers and Distributors Territorial Assignments:** All brewers shall submit to the Commissioner, in duplicate, a written description showing the assigned territories by brewers to each distributor. The description shall bear the signature of the brewer or its authorized agent and the distributor involved.

13.4.1. Duly assigned territories shall then become the responsibility of the brewer and distributor. No distributor shall sell any nonintoxicating beer to any licensed retailer not located within the distributor's assigned territory, and no licensed retailer shall purchase any nonintoxicating beer except from duly authorized distributors in whose assigned territory the licensed retailer is located. The brewer or duly authorized agent is responsible for submitting, by registered mail, to the office of the Commissioner, two (2) copies of any new written description showing any proposed change of territory, including signatures of the brewer or his or her authorized agent or the distributor. The new territorial assignment then becomes effective upon receipt by the parties of the written approval of the Commissioner.

**§176-1-14. Revocation or Suspension of License.**

14.1. Upon a determination of the Commissioner that a licensee has violated the provisions of West Virginia Code §11-16-18, acted in such a way as would have precluded initial or renewal licensure, or violated any rule or order promulgated by the Commissioner, the Commissioner may:

14.1.1. Revoke the licensee's license;

14.1.2. Suspend the licensee's license;

14.1.3. Place the licensee on probationary status for a period not to exceed twelve (12) months; and/or,

14.1.4. Impose a monetary penalty not to exceed one thousand dollars (\$1,000.00) for each violation where revocation is not imposed.

14.2. In addition to the grounds for revocation, suspension or other sanction of a license set forth in this section, conviction of the licensee of any offense constituting a violation of the laws of this state or of the United States relating to nonintoxicating beer or alcoholic liquor shall be mandatory grounds for sanctioning of a license. Conviction of the licensee of any violation of the laws of this state or of the United States relating to prostitution or the sale, possession or distribution of narcotics or controlled substances shall be mandatory grounds for revocation of the licensee's license for a period of at least one (1) year.

**§176-1-15. Hearing On Sanctioning Of License.**

15.1. The Commissioner shall not revoke nor suspend any license issued pursuant to West Virginia Code §11-16-1 et seq. or impose any civil penalties authorized by the code unless and until a hearing is held after at least ten (10) days' notice to the licensee of the time and place of the hearing. The notice shall contain a statement or specification of the charges, grounds, or reasons for the proposed action, and shall be served upon the licensee as notices under the West Virginia rules of civil procedure or by certified mail, return receipt requested, to the address for which the license was issued. At the time and place designated in the notice, the licensee has the right to appear and produce evidence on his or her behalf, and to be represented by counsel.

15.2. The Commissioner has the authority to summon witnesses in the hearings, and fees of witnesses summoned on behalf of the state in proceedings to sanction licenses shall be treated as a part of the expenses of administration and enforcement of West Virginia Code §11-16-1 et seq. The fees shall be the same as those in similar hearings in the circuit courts of this state. The Commissioner may, upon a finding of violation, assess a licensee a sum, not to exceed one hundred fifty dollars (\$150.00) per violation, to reimburse the Commissioner for expenditures for witness fees, court reporter fees and travel costs incurred in holding the hearing.

15.3. If, at the request of the licensee or on his or her motion, the hearing is continued and does not take place on the day fixed by the Commissioner in the notice, the Commissioner shall suspend the licensee's license until the hearing and decision of the Commissioner. In the event the license is revoked or suspended, upon hearing before the Commissioner, the licensee may not sell nonintoxicating beer pending an appeal of the Commissioner's decision. Any person continuing to sell nonintoxicating beer after his or her license has been suspended or revoked, is guilty of a misdemeanor and is subject to the penalties provided in West Virginia Code §11-16-19.

15.4. The action of the Commissioner in revoking or suspending a license is subject to review by the Circuit Court of Kanawha County, West Virginia, in the manner provided in West Virginia Code § 29A-1-1 et seq. The licensee shall file a petition for review with the circuit court within a period of thirty (30) days from the date of revocation or suspension by the Commissioner. Any licensee obtaining an order for review shall pay the costs and fees incident to transcribing, certifying and transmitting the records to the circuit court. A licensee shall apply to the Supreme Court of Appeals of West Virginia for a writ of error from any final order of the circuit court in any such matter within thirty (30) days from the entry of the final order.

15.5. All hearings regarding the proposed revocation or suspension of a license shall be held in the offices of the Commissioner unless otherwise provided in notice, or agreed upon between the licensee and the Commissioner. When a hearing is held elsewhere than in the Commissioner's office, the licensee may be required to make deposits of the estimated costs of the hearing.

15.6. Whenever any licensee has been convicted of any offense constituting a violation of the laws of this state or of the United States relating to nonintoxicating beer, or alcoholic liquor, and such conviction has become final, the clerk of the court in which the licensee has been convicted shall forward to the Commissioner a certified copy of the order or judgment of conviction if the clerk has knowledge that the person convicted is a licensee, together with certification of the clerk that the conviction is final.

15.7. In the case of a Class B licensee with multiple licensed locations, the Commissioner may, in his or her discretion, revoke suspend or otherwise sanction, as provided in West Virginia Code §11-16-23, only the license for the location or locations involved in the unlawful conduct as opposed to all separately licensed locations of the licensee.

Applicant/Entity Name: \_\_\_\_\_

Doing Business As (DBA) Name: \_\_\_\_\_

**WEST VIRGINIA ALCOHOL BEVERAGE CONTROL ADMINISTRATION**

**RELEASE OF INFORMATION AND WAIVER OF  
CONFIDENTIALITY OF RECORDS**

I or we, having made application with the West Virginia Alcohol Beverage Control Administration for issuance of a license to sell alcoholic beverages within the State of West Virginia, hereby waive the benefit of any municipal, county, state, or federal statute, rule, ordinance, regulation or other law prescribing the confidentiality of any records or documents, whether formal or informal, pending or closed, maintained by any public or private agency or organization as those records or documents pertain to residency, business location, business activities, education and/or training, employment, criminal history, civil litigation, or law enforcement investigation.

I or we, hereby authorize and request every public or private agency, organization, or person maintaining such records to furnish to the West Virginia Alcohol Beverage Control Administration, or their agents or representatives, any information contained therein and to permit them to inspect and make copies of such records and documents.

I or we, hereby authorize the West Virginia Alcohol Beverage Control Administration to disclose any information pertaining to the licensure to any municipal, county, state, federal or private agency or organization that has any interest in the licensing of said applicant.

I or we, hereby release the West Virginia Alcohol Beverage Control Administration, their agents and representatives, and any agency, organization, or person furnishing information from all liability arising out of any investigation concerning the applicant. I or we further agree that a copy of this Release and Waiver shall function as an original.

I or we acknowledge that by affixing a signature(s) below gives this document full force and upon this date all aforementioned information may be received and shared as prescribed.

Name (Must include owner's, officer's, member's and manager's printed and written signature)	Title	Date

176CSR1

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(Addendum B) ABCA-Lic.RIWCR.2

APPENDIX B

Surety Bond #: \_\_\_\_\_

For Fiscal Year \_\_\_\_\_ to \_\_\_\_\_

**NONINTOXICATING BEER BOND**

**THIS BOND MAY BE USED BY AN INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION**

KNOW ALL MEN BY THESE PRESENTS:

That (I) (we), \_\_\_\_\_ being \_\_\_\_\_ /  
If individual or partnership insert name of people  
Corporation insert name of corporation or association An Individual, Partnership, Corporation, or Association

doing business under the name of \_\_\_\_\_  
(Mailing Address) (City)

West Virginia, as principal, and \_\_\_\_\_ a corporation authorized  
(Name of corporate surety)

to do business in the State of West Virginia, as surety, are held and firmly bound unto the STATE OF WEST VIRGINIA in the full and just sum of One Thousand Dollars (\$1,000.00), to the payment whereof well and truly to be made, we bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of the above obligation is such that whereas the above bound principal is about to obtain a license in pursuance of the provisions of: Article 16, Chapter 11 of the Code of West Virginia, of 1931, as amended, and regulations promulgated thereunder by the Commissioner, a CLASS A RETAIL DEALER'S LICENSE to sell nonintoxicating beer on the premises described in the application for such license.

NOW, THEREFORE, if the said principal shall faithfully observe the laws of the State of West Virginia, and regulations promulgated thereunder by the Commissioner, with respect to the distribution, sale and dispensing of nonintoxicating beer, then this obligation to be void; otherwise to remain in full force and effect, and if the license of said principal shall be revoked, then the full amount of this bond shall be forfeited to the State of West Virginia, and said amount when received by the State shall be credited to the state fund, general revenue.

This bond is executed in pursuance of the provisions of said Article 16, Chapter 11 of the Code of West Virginia, of 1931, as amended, and regulations promulgated thereunder by the Commissioner, and the pertinent provisions of said articles and regulations are hereby made a part of this bond.

**INDIVIDUAL OR PARTNERSHIP APPLICANTS EXECUTE BELOW**

IN WITNESS WHEREOF, the said principal(s) (has) (have) hereunto set (his) (their) hand and seal(s), and the said surety has caused its corporate name to be signed hereto and its corporate seal to be hereunto affixed by its official or agent there unto duly authorized, and this bond is to be effective from the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, to the 30th day of June, \_\_\_\_\_, unless sooner released by the State of West Virginia or cancelled by the surety after due notice to all parties concerned.

Signed and dated this \_\_\_\_\_ day of \_\_\_\_\_,

(All Partners Must Sign As Principal)

Surety: \_\_\_\_\_  
(Seal)

Principal:

Address: \_\_\_\_\_  
(Seal)

(Seal) \_\_\_\_\_

By: \_\_\_\_\_ Title

(Seal)

(SURETY CORPORATE SEAL)

**CORPORATE OR ASSOCIATION APPLICANTS EXECUTE BELOW**

IN WITNESS WHEREOF, the (said corporate principal) (said association principal) and the said surety have caused their respective names to be signed hereto and their respective seals to be hereunto affixed by their respective officials or agents thereunto

authorized, and this bond is to be effective from the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, to the 30th day of June \_\_\_\_\_, unless sooner released by the State of West Virginia or cancelled by the surety after due notice to all parties concerned.

Signed and dated this \_\_\_\_\_ day of \_\_\_\_\_,

Surety: \_\_\_\_\_

Address: \_\_\_\_\_

By: \_\_\_\_\_ (Seal)

Its: \_\_\_\_\_ (Title)  
(SURETY CORPORATE SEAL)

**INSTRUCTIONS FOR SIGNING**

If Association or Fraternal Club has two owners, all must sign bond as Association principals. If ownership involves more than two persons, one officer or (owner) can be empowered to sign on behalf of Association. Corporation must be signed by President or Vice-President. If any other officer signs, attach corporate resolution or Power of Attorney permitting him to bind corporation.

Association \_\_\_\_\_ (Seal)

Resident Agent: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No: \_\_\_\_\_

\_\_\_\_\_ (Seal)

\_\_\_\_\_ (Seal)

Principals: \_\_\_\_\_ (Seal)

Corporate Name: \_\_\_\_\_

By: \_\_\_\_\_ (Seal)

Its: \_\_\_\_\_ Title

- Note: No. 1 -To be completed by Notary Public for an Individual or Partnership.
- No. 2 -To be completed by Notary Public for a Corporation or an Association.
- No. 3 -To be completed by Notary Public for Bonding Company Signature.

Power of Attorney should be attached and dated, notarized same day as issuance of bond.

**NO. 1 - INDIVIDUAL OR PARTNERSHIP ACKNOWLEDGMENT**

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, To-wit:

I, \_\_\_\_\_, a Notary Public in and for the county and state aforesaid, do hereby certify that

\_\_\_\_\_ whose name(s) (is) (are) signed to the writing above or hereto annexed, bearing date

on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, (has) (have) this day acknowledged the same before me in my said county.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My Commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ Notary Public

**NO. 2- CORPORATION OR ASSOCIATION ACKNOWLEDGMENT**

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, To-wit:

I, \_\_\_\_\_, a Notary Public in and for the county and state aforesaid, do hereby certify that \_\_\_\_\_, who signed the writing above, or hereto annexed, for \_\_\_\_\_, (a corporation) (an association), bearing date on the \_\_\_\_\_ day of \_\_\_\_\_, (has) (have) this day in my said county, before me, acknowledged the said writing to be the act and deed of said (corporation) (association).

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ Notary Public

**NO. 3-BONDING COMPANY - CORPORATE ACKNOWLEDGMENT  
(For Individual Signing For Surety)**

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, To-wit:

I, \_\_\_\_\_, a Notary Public in and for the county and state aforesaid, do hereby certify that \_\_\_\_\_, who signed to the writing above, or hereto annexed for \_\_\_\_\_, a corporation, bearing date on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, (has) (have) this day in my said county, before me, acknowledged the said writing to be the act and deed of said corporation.

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ Notary Public

ABCA - 192  
REVISED 01/06

WEST VIRGINIA ALCOHOL BEVERAGE CONTROL ADMINISTRATION

**APPLICATION FOR RETAIL LICENSE**

▷ CONSUMPTION "ON PREMISE" ◀

▷ CLASS A ◀

FOR FISCAL YEAR \_\_\_\_\_ TO \_\_\_\_\_

COUNTY:

PLEASE PRINT OR TYPE ALL INFORMATION ON THIS DOCUMENT EXCEPT FOR SIGNATURES.  
PLEASE CHECK ALL APPROPRIATE BOXES BELOW. BE SURE TO CHECK THE BOX(ES) BESIDE EACH (ALL) OF THE LICENSES FOR WHICH YOU ARE APPLYING.

<b>A.</b> <b>• LIQUOR APPLICATION •</b>  Fraternal Club.....\$900* Private Club (1000 or less members).....\$1150* Private Club (more than 1000 members).....\$2650*  * These fees include Liquor, Wine and Beer	<b>B.</b> <b>• WINE APPLICATION •</b>  Restaurant Wine .....\$250 WV Farm Wine Only .....\$25  These fees do not include Liquor or Beer	<b>C.</b> <b>• BEER APPLICATION •</b>  Tavern, Restaurant, Etc.....\$150 Fraternal.....\$150 Brew Pub.....\$1000  These fees do not include Liquor or Wine	<b>D.</b> <b>(CHECK ONE) *</b> <b>APPLYING AS:</b> Individual Partnership Limited Partnership Corporation Association Limited Liability Company <small>* Only Associations, Corporations, or          Limited Liability Companies may          apply for a liquor license.</small>
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EMAIL: \_\_\_\_\_ WV TAX I.D. # \_\_\_\_\_ FEIN # \_\_\_\_\_

1. LICENSEE/ENTITY NAME: \_\_\_\_\_

2. DOING BUSINESS AS (DBA) NAME: \_\_\_\_\_

3. BUSINESS ADDRESS: \_\_\_\_\_  
(STREET)  
(CITY) (STATE) (ZIP CODE) (TELEPHONE)

4. MAILING ADDRESS (IF DIFFERENT): \_\_\_\_\_  
(STREET)  
(CITY) (STATE) (ZIP CODE) (TELEPHONE)

5. SUPPLY THE FOLLOWING INFORMATION ABOUT OWNERS AND/OR OFFICERS AND MANAGER.

US  
Citizen \*

TITLE	NAME	RESIDENCE ADDRESS	% OWNERSHIP	Y / N
DATE OF BIRTH		TELEPHONE NUMBER	YRS RESIDENT OF WV	
		SOCIAL SECURITY NUMBER		

TITLE	NAME	RESIDENCE ADDRESS	% OWNERSHIP	Y / N
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. HAS ANY OFFICER, MANAGER, OR 20% STOCKHOLDER EVER HELD OR CURRENTLY HOLDS A WVABCA OR NON-INTOXICATING BEER LICENSE? YES \_\_\_ NO \_\_\_ IF YES, WHO? \_\_\_\_\_

DBA NAME? \_\_\_\_\_  
WAS THE LICENSE: REVOKED \_\_\_ SUSPENDED \_\_\_ DATE \_\_\_\_\_ SANCTIONED \_\_\_ DATE \_\_\_\_\_

**9. PREMISES TO BE LICENSED.**

(A) LIST COMPLETE INFORMATION ON ADDENDUM A (FLOOR PLAN) (INCLUDE FULL VIEW PHOTOGRAPHS) FOR EVERY ROOM AND OUTSIDE STRUCTURE WHICH IS TO BE USED IN THE OPERATION OF THE LICENSED BUSINESS, INCLUDING: SEPARATE KITCHEN, IF ANY; EXTERIOR VIEWS OF ENTRANCES AND EXITS; AND AREA TO BE USED FOR STORAGE OF ALCOHOLIC BEVERAGES.

(B) LIST COMPLETE INFORMATION IN THE FORM OF A DIAGRAM (ADDENDUM A), GIVING DIMENSIONS FOR EVERY ROOM UNDER CONTROL OR LEASE OF THE LICENSEE THAT IS CONTIGUOUS AND IN ADDITION TO THE AREA SPECIFIED IN (A).

10. OWNER OF PREMISES TO BE LICENSED (PROPERTY OWNER'S NAME) \_\_\_\_\_

IF NOT PROPERTY OWNER, APPLICANT MUST HOLD A VALID LEASE. EXPIRATION DATE OF LEASE: \_\_\_\_\_  
ATTACH A COPY OF THE LEASE.

11. ADDRESS OF PROPERTY OWNER \_\_\_\_\_

12. THE LICENSE APPLIED FOR IS NOT FOR ANY COLLEGE FRATERNITY OR SORORITY AND THE PROPOSED LOCATION OF THE PREMISES HAS NOT BEEN DETERMINED BY LAW TO BE A PUBLIC NUISANCE, EXCEPT AS FOLLOWS:

13. DOES THIS LOCATION CURRENTLY HAVE AN ABCA LICENSE? YES \_\_\_ NO \_\_\_

IF YES, NAME OF CLUB, RESTAURANT OR TAVERN: \_\_\_\_\_

14. ARE THE APPLICANTS PREMISES LOCATED:

(A) WITHIN AN INCORPORATED MUNICIPALITY OR WITHIN ONE MILE OF THE CORPORATE LIMITS OF ANY MUNICIPALITY? YES \_\_\_ NO \_\_\_

(B) WITHIN ONE MILE OF THE CORPORATE LIMITS OF TWO OR MORE MUNICIPALITIES? YES \_\_\_ NO \_\_\_  
IF YES, NAME THE MUNICIPALITIES:

(1) \_\_\_\_\_

(2) \_\_\_\_\_

(3) \_\_\_\_\_

15. LIST THE DISTANCE TO THE NEAREST:

(A) CHURCH \_\_\_\_\_

(B) SCHOOL \_\_\_\_\_

(C) RESIDENCE \_\_\_\_\_

(D) GOVERNMENT OFFICE \_\_\_\_\_

16. HAVE YOU SUBMITTED AN APPLICATION TO THE TRADE TAX BUREAU? YES\_\_\_ NO\_\_\_

17. WILL THERE BE EXOTIC ENTERTAINMENT? YES\_\_\_ NO\_\_\_

(Only Private Clubs need to answer this question!)

18. WILL TOBACCO PRODUCTS BE SOLD AT YOUR ESTABLISHMENT? YES\_\_\_ NO\_\_\_

19. WILL THERE BE LIMITED VIDEO LOTTERY AT YOUR ESTABLISHMENT? YES\_\_\_ NO\_\_\_

20. HAVE YOU FILLED OUT ADDENDUM B (RELEASE OF INFORMATION AND WAIVER OF CONFIDENTIALITY OF RECORDS)? YES\_\_\_ NO\_\_\_

21. HAVE YOU FILLED OUT ADDENDUM C (ZONING FORM)? YES\_\_\_ NO\_\_\_

22. IS THE APPLICANTS PREMISES READY FOR AN INITIAL INSPECTION FOR LICENSING PURPOSES?

YES\_\_\_ NO\_\_\_

IF NO, WHAT IS THE PROJECTED DATE FOR THE INITIAL INSPECTION? \_\_\_\_\_

23. **The undersigned agree, if a license is issued as herein applied for, to comply at all times and observe all the provisions of West Virginia Code §§ Chapter 11, Article 16 et seq. and Chapter 60, Articles 1 through 8 et seq., and all Federal and State Statutes and all other laws of this State and the rules and regulations promulgated by the Alcohol Beverage Control Administration. The undersigned further certify that if a private club license is issued the general public will not be admitted on the premises set forth in this application and only duly elected or approved dues paying members, in good standing, and their guests, while in the company of a member, will be permitted to enter said premises. I or we certify under penalty of law and disqualification of licensure that all statements are true and complete. I or we release the State of West Virginia and any agent acting on its behalf from any and all liability by reason of the request for such information.**

The undersigned hereby verify that we are all of the officers and all of the members of the board of directors of the applicant and that the statements and answers made in the foregoing application are true and the said writing is the act and deed of said Corporation, LLC, Association, Individual, Partnership, Limited Partnership.

**(PRESIDENT, INDIVIDUAL, OR CONTROLLING MEMBER(S) SIGNATURES MUST BE NOTARIZED!)**  
**(MUST MATCH OFFICERS LISTED WITH THE SECRETARY OF STATE)**

(PRINT CLEARLY) (WRITTEN SIGNATURE REQUIRED)

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

(MUST HAVE MANAGER(S) SIGNATURE.)

State of West Virginia, \_\_\_\_\_ County, To-Wit:

\_\_\_\_\_, Being first duly sworn according to law, deposes and says

that he/she is \_\_\_\_\_ PRESIDENT, INDIVIDUAL, OR CONTROLLING MEMBER(S) of the \_\_\_\_\_,

authorized by law to do business in the State of West Virginia, and that the statements and answers made in the foregoing application are true and acknowledged the said writing to be the act and deed of said corporation.

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, to wit:

Sworn to before me and subscribed in my presence this \_\_\_\_\_

NOTARY PUBLIC

My Commission Expires \_\_\_\_\_

ABCA-192SF&F

**WEST VIRGINIA ALCOHOL BEVERAGE CONTROL ADMINISTRATION**

**A. •SPECIAL EVENTS •**

Beer ..... \$250  
Wine..... \$250

Application for Special Events,  
Fair and Festival License  
Consumption "On Premise"  
Class A

County: \_\_\_\_\_.

Name of Event: \_\_\_\_\_.

Name of Applicant(s): \_\_\_\_\_.

Applicants Mailing Address:

\_\_\_\_\_ (Street/Route) (City) (State) (Zip Code)

Applicant's Telephone Number:(\_\_\_\_) \_\_\_\_\_, Fax (\_\_\_\_) \_\_\_\_\_  
Other (\_\_\_\_) \_\_\_\_\_.

Description of the location of the event (street, reference landmark, etc.): \_\_\_\_\_  
\_\_\_\_\_.

Dates of event ( month /day/year): Start: \_\_\_\_\_ End: \_\_\_\_\_  
(Event can not exceed ten (10) days).

Operation days and times must be listed below (if all times are the same as the first day write same on following lines):


Supply the Following Information About Owners and/or Officers and Manager(s):

US Citizen

Title	Name	Residence Address	% ownership	Yrs. Resident of WV	Y / N
	/ / Date of Birth	- - - Social Security#	( )	Telephone Number	
Title	Name	Residence Address	% ownership	Yrs. Resident of WV	Y / N
	/ / Date of Birth	- - - Social Security#	( )	Telephone Number	
Title	Name	Residence Address	% ownership	Yrs. Resident of WV	Y / N
	/ / Date of Birth	- - - Social Security#	( )	Telephone Number	
Title	Name	Residence Address	% ownership	Yrs. Resident of WV	Y / N
	/ / Date of Birth	- - - Social Security#	( )	Telephone Number	

\*IF NOT A US CITIZEN, PLEASE ATTACH A WRITTEN EXPLANATION OF WHEN AND WHERE NATURALIZED.

**Criminal History - The following is a record of all convicted arrests of the owners, officers, directors, or manager(s).**

(All applicants will be checked through the Security Division at the WV Lottery).

(Attach additional pages if necessary). If there have been no arrests insert the word "none".

Name	Date of Arrest	Charge	Disposition of Arrest	Location of Court (County/State)

The undersigned agree, if a license is issued as herein applied for, to comply at all times and observe all the provisions of West Virginia Code Chapter 11, Article 16 et seq., and Chapter 60, Articles 1 through 8 et seq., and all Federal and State Statutes and the rules and regulations promulgated by the Alcohol Beverage Control Administration. I or we certify under penalty of law and disqualification of licensure that all statements are true and complete. I or we release the State of West Virginia and any agent acting on its behalf from any and all liability by reason of the request for such information.

The undersigned hereby verify that we are all of the officers and all of the members of the board of directors of the applicant and that the statements and answers made in the foregoing application are true and the said writing is the act and deed of said Corporation, LLC, Association, Individual, Partnership, Limited Partnership.

**(PRESIDENT, INDIVIDUAL, OR CONTROLLING MEMBER(S) SIGNATURE MUST BE NOTARIZED!)  
(MUST MATCH OFFICERS LISTED WITH THE SECRETARY OF STATE)**

Seal of Notary

(PRINT CLEARLY) (WRITTEN SIGNATURE REQUIRED)

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE OF SIGNATURE: \_\_\_\_\_

\* (MUST HAVE MANAGER(S) SIGNATURE)

State of West Virginia, \_\_\_\_\_ County, To-Wit:

\_\_\_\_\_, Being first duly sworn according to law, deposes and says

that he/she is \_\_\_\_\_ of the \_\_\_\_\_,  
President, Individual, or Controlling Member(s)

authorized by law to do business in the State of West Virginia, and that the statements and answers made in the foregoing application are true and acknowledge the said writing to be the act and deed of said corporation.

(Applicant Signature) \_\_\_\_\_

STATE OF WEST VIRGINIA,

COUNTY OF \_\_\_\_\_, to wit:

Sworn to before me and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires \_\_\_\_\_

APPENDIX E

# FETAL ALCOHOL SYNDROME

WARNING: BIRTH DEFECTS  
MAY RESULT FROM THE  
CONSUMPTION OF ALCOHOL  
DURING PREGNANCY.

Effective July 1, 1998 HB 2394 requires this sign must be posted in any establishment selling alcoholic beverages or nonintoxicating beer. Enforcement of posting will be carried out by the West Virginia Alcohol Beverage Control Commissioner.