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| Licensing and Regulation Division  PO Box 43098, Olympia WA 98504-3098  Phone: (360) 664-1600 Fax: (360) 753-2710  [lcb.wa.gov](http://www.lcb.wa.gov) |  |
| **License Number** |
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| **UBI Number** |
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| **Trade Name** |

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| **ADDED ACTIVITIES FOR**  **BEER/WINE SPECIALTY SHOPS AND/OR SPIRITS RETAILERS**   * *Please answer all questions below.* * *Questions? Contact your assigned licensing specialist or call Customer Service at (360) 664-1600.* | | | | | | | | | | | | | | |
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| **STEP 1: Please indicate which of the following added activities you will have for this location.** | | | | | | | | | | | | | | |
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| 1. **Beer/Wine Sampling** – specialty shop only   WAC [314-02-105](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-105)(4) | | | | | | | | | **Yes** | **No** | | | | |
| If **Yes,** youmust meet one of the requirements listed below. Please check which option applies to your location:  Gross retail sales of alcohol exceeds 50% of all annual gross sales for the entire business.  Conduct bona fide cooking classes for the purpose of pairing beer and/or wine with food. A fee must be charged for the cooking class. | | | | | | | | | | | | | | |
| 1. **Central Warehouse for Wine** – specialty shop only   WAC [314-02-104](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-104)  *Allows you to utilize an offsite warehouse facility to receive wine.* | | | | | | | | | **Yes** | **No** | | | | |
| **Central Warehouse for Spirits** – spirits retailer only  WAC [314-02-104](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-104)  *Allows you to utilize an offsite warehouse facility to receive spirits.* | | | | | | | | | **Yes** | **No** | | | | |
| If **Yes**, you must submit a **Warehouse Registration Form** along with all its required documents. You can find this form on our website: [lcb.wa.gov](http://www.lcb.wa.gov). Click on Licensing Services, Forms/Applications, Applications/Added Activities – [Warehouse Registration](https://lcb.wa.gov/node/5839). | | | | | | | | | | | | | | |
| 1. **Delivery to Consumers**   *You will be held accountable for all deliveries of liquor made on your behalf.* | | | | | | | | | | | | | | |
| **Beer and/or Wine Delivery** – specialty shop only  WAC [314-03-020](https://apps.leg.wa.gov/wac/default.aspx?cite=314-03-020)  *A beer and wine specialty shop may accept orders for beer or wine from, and deliver beer or wine to, customers.* | | | | | | | | **Yes** | | | | **No** | | |
| **Spirits Delivery** – spirits retailer only  WAC [314-03-030](https://apps.leg.wa.gov/wac/default.aspx?cite=314-03-030)  *A spirits retail licensee may accept orders for spirits from, and deliver spirits to, customers.* | | | | | | | | **Yes** | | | | **No** | | |
| If **Yes**, how will product be delivered to your customer? *(Check all that apply.)* | | | | | | | | | | | | | | |
|  | | **Employee** | **FedEx** | **UPS** | **3rd Party/Other** | | | | | | | | |  |
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| If **3rd Party/Other**, what specific service(s) will you be using?  *A copy of the service provider(s) contract(s) must be submitted with this application.* | | | | | | | | | | | | | | |
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| If **Yes**, how will you verify the buyer and recipient are over 21? | | | | | | | | | | | | | | |
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| 1. **Internet Sales to Consumers and Payment Portals**   WAC [314-03-020](https://apps.leg.wa.gov/wac/default.aspx?cite=314-03-020), WAC [314-03-030](https://apps.leg.wa.gov/wac/default.aspx?cite=314-03-030)  **Internet Sales**  *(Provides development, management, and support of internet-based sales for a fee.)*  If **Yes**, list the specific service(s) you will be using.  *A copy of the service provider(s) contract(s) must be submitted with this application.* | | | | | | | | **Yes** | | | | **No** | | |
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| **Payment Portal**  *(Enables and supports payment systems or payment-related services for a fee.)*  ***NOTE: Only required if box for Internet Sales is checked “Yes.”***  If **Yes**, list the specific payment processing portal(s) you will be using.  *A copy of the service provider(s) contract(s) must be submitted with this application.* | | | | | | | | **Yes** | | | | **No** | | |
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| 1. **Sales Outside of Washington** | | | | | | | | | **Yes** | | | | **No** | |
| 1. **Spirits Sampling** – spirits retailer only   WAC [314-02-106](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-106)(7) | | | | | | | | | **Yes** | | **No** | | | |
| If **Yes**, you must also have a “Limited Spirits Sampling” added endorsement **and** be enrolled in the [Responsible Vendor Program](https://lcb.wa.gov/mastrvp/responsible-vendor-program) | | | | | | | | | **No yearly fee** | | | | | |
| 1. **Wine Sales to On-premises Retailers** – specialty shop only   WAC [314-02-103](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-103)  Allows a specialty shop to sell wine at retail to on-premises liquor licensee’s (restaurants, snack bars, taverns, etc.). | | | | | | | | | **Yes** | | | | **No** | |
| If **Yes,** you must provide a copy of your Federal Wholesale permit for wine issued by the Alcohol and Tobacco Tax and Trade Bureau or [TTB](https://www.ttb.gov/) for this location.  **You must also** have a “Beer/Wine Specialty Shop Wine Retailer Reseller” added endorsement. | | | | | | | | | **$110 Yearly Fee** | | | | | |
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| **STEP 2: Certification** | | | | | | | | | | | | | | |
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| I declare under penalty of perjury that all answers contained in this application are true, correct, and complete. The undersigned certifies it is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any permit issued. | | | | | | | | | | | | | | |
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| **Print Name:** | | | | | |  | **Print Title:** | | | | | | | |
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| **Signature:** | | | | | |  | **Date:** | | | | | | | |