

## APPLICANTS FOR IMPORTER'S LICENSES

In addition to completing the Retail License Application which can be found on the Forms and Reports Page of ABC's website (<http://www.abc.virginia.gov/enforce/forms/license.pdf>), applicants for Importers licenses are required to complete and submit the following:

- Copy of Certificate of Incorporation or Charter.
- Copy of all alcoholic beverage licenses issued by the state in which your company is located.
- Copy of all federal permits and/or licenses held by your company.
- List of all alcoholic products your company will handle, to include source of such products.
- Primary Source Designation:
  - A. IMPORTER DESIGNATION AND AUTHORIZATION FORM (ATTACHMENT A)
  - B. DESIGNATION OF AUTHORIZED DISTRIBUTOR FORM (ATTACHMENT B)
- Product and label approval must be obtained by you or the Wholesaler. Information for product approval, Primary Source Designation Information and Forms can be obtained from the Department's Tax Management Section at (804) 213-4555.

**In-State Applicants** are required to follow the Posting and Publishing requirements, which are noted in the Application for License Booklet.

**Out-of-State Applicants** are not required to follow the Posting and Publishing requirements.

**Any** applicant who wishes to have persons solicit sales for your company in Virginia **during the application period** are required to obtain a Solicitor Salesman Permit for each person. If the application is approved, then the permit would no longer be needed.

**NOTE:** If an approved Importer's license is surrendered or revoked, then a Solicitor Salesman Permit would again be needed for persons to solicit sales for your company in Virginia.

To obtain such a permit, you must complete and submit an application for Solicitor Salesman Permit (form 805-81) which can be found on the Forms and Reports page of ABC's website (<http://www.abc.virginia.gov/enforce/forms/solicitor.pdf>). **NOTE:** Application for Solicitor Salesman Permit does not guarantee approval.

If you have questions in reference to the Importer's Application or Solicitor Salesmen Permit, please call Compliance at (804) 213-4632.

Please submit this completed statement along with your application to:

**LICENSE APPLICATION  
VIRGINIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL  
2901 HERMITAGE ROAD  
P.O. BOX 27491  
RICHMOND, VIRGINIA 23261-7491**

## MISCELLANEOUS LICENSE TYPES AND COSTS

TYPE OF LICENSE	TAX
<b>WINE LICENSES</b>	
Distillery (5,000 gallons or less annually) .....	\$450.00
Distillery (over 5,000 gallons annually) .....	\$3725.00
Fruit Distillers .....	\$3725.00
Winery (5,000 gallons or less annually) .....	\$189.00
Winery (over 5,000 gallons annually).....	\$3725.00
Winery Off Premises .....	\$145.00
Farm Winery – Class A .....	\$190.00
Farm Winery – Class B .....	\$3725.00
Wholesale Wine (30,000 gallons or less annually) .....	\$185.00
Wholesale Wine (over 30,000 gallons but not over 150,000 gallons).....	\$930.00
Wholesale Wine (over 150,000 gallons but not over 300,000 gallons annually) .....	\$1430.00
Wholesale Wine (over 300,000 gallons annually).....	\$1860.00
Wine Importer .....	\$370.00
<b>BEER LICENSES</b>	
Brewery (10,000 barrels or less annually .....	\$2150.00
Brewery (over 10,000 barrels annually) .....	\$4300.00
Bottlers .....	\$1430.00
Wholesale Beer (300,000 cases or less annually) .....	\$930.00
Wholesale Beer (over 300,000 cases but not over 600,000 cases annually) .....	\$1430.00
Wholesale Beer (over 600,000 cases annually) .....	\$1860.00
Beer Importer .....	\$370.00

**NOTE: There is a NON-REFUNDABLE \$65.00 application fee for EACH license. Make a check, for the application and state license fees, payable to the Virginia Department of Alcoholic Beverage Control.**

Mail the completed application and check to:

LICENSE APPLICATION  
 VIRGINIA DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL  
 2901 HERMITAGE ROAD  
 P O BOX 27491  
 RICHMOND VA 23261-7491

**IMPORTER DESIGNATION AND AUTHORIZATION FORM:**

I. \_\_\_\_\_ (Name of Brand Owner) is the lawful owner of the brand(s) of beer and/or wine listed in paragraph II and, as the brand owner, hereby authorizes:

Name of Applicant/Licensee \_\_\_\_\_

Street Address of Applicant/Licensee \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Virginia Importer's Number \_\_\_\_\_

to sell and deliver or ship the same brands of wine and/or beer into the Commonwealth of Virginia pursuant to, and in compliance with, the relevant statutes and regulations of the Commonwealth, which govern beer or wine importer licenses.

II. The brands which the applicant named in paragraph I is authorized to sell and deliver or ship into Virginia are as follows.

Name of Brands \_\_\_\_\_  
 \_\_\_\_\_

III. The above named applicant/licensee is hereby designated as the authorized representative of \_\_\_\_\_ (Name of Brand Owner) for the purpose of establishing written agreements, of a definite duration and within the meaning of the Beer Franchise Act, §§4.1-500, et seq., of the code of Virginia and/or the Wine Franchise act, §§4.1-400 et seq., of the Code of Virginia, with each wholesaler licensee of the Virginia Alcoholic Beverage Control Board to whom the above named importer sells any brand of beer or wine listed in paragraph II.

**NOTICE TO BRAND OWNER:** By completing and submitting this form, according to Virginia law, the designated Importer will be authorized to enter into agreements for territory assignments with Virginia licensed wholesalers on your behalf. All territory assignments made by your designated Importer are submitted to the Virginia Department of ABC on an Attachment B form and are binding.

IV. Please check the appropriate statement, below:

- This is an original authorization from the undersigned brand owner for the brands identified in paragraph II.
- This is an amendment to an original authorization, adding or deleting brands, which the above named applicant or importer is authorized by the undersigned brand owner to import into Virginia.

Signed by:

Date: \_\_\_\_\_

\_\_\_\_\_  
 Name of Brand Owner

\_\_\_\_\_  
 Signature of Person Executing Form and Title

**DESIGNATION OF AUTHORIZED DISTRIBUTOR FORM**

The undersigned, which is applying for issuance or renewal of an importer's license to sell and deliver or ship the brands of beer and/or wine listed in Paragraph 2 of the attached Importer Designation and Authorization Form Attachment A, hereby files with the Virginia Alcoholic Beverage Control Board this list of wholesaler licensees which are authorized by the undersigned, as the authorized representative of \_\_\_\_\_ (Name of Brand Owner), to distribute such brands within the Commonwealth of Virginia.

Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Applicant for Importer's Licensee/or Importer Licensee

\_\_\_\_\_  
Signature of Person Executing Form and Title of Position

Name of Designated Distributor And Distributor License #	License Number	Address of Designated Distributor	Designated Territory or Primary Area of Responsibility
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____
5) _____	_____	_____	_____
6) _____	_____	_____	_____
7) _____	_____	_____	_____

(Use Supplemental Sheet If Necessary)