

## SOLICITOR TASTING PERMIT INFORMATION



- **A Solicitor Tasting Permit shall be required for:**
  - **ALL authorized representatives** (third party representatives, not direct employees) of
    - **Alcoholic beverage manufacturers** (whether or not licensed in Virginia)
    - **Wine wholesalers**
    - **Beer wholesalers**
- The permit shall allow the authorized representative to conduct tastings of wine, beer, or spirits within hotels, restaurants, and clubs licensed for on-premises consumption.
- A **separate** permit must be obtained by the authorized representative for each manufacturer/wholesaler represented.
- Employees of alcoholic beverage manufacturers and wine or beer wholesalers are not required to obtain a Solicitor Tasting Permit in order to hold tastings at the direction of their employers.

## SOLICITOR TASTING PERMIT QUALIFICATIONS AND INSTRUCTIONS

- **QUALIFICATIONS:**
  - Authorized representatives must be under contract to conduct such tastings on behalf of the alcoholic beverage manufacturer or wholesaler.
  - The contract must grant the Solicitor Tasting Permit applicant the authority to act as the authorized representative of the manufacturer or wholesaler.
  - The manufacturer or wholesaler named in this Solicitor Tasting Permit application may be held liable for any violation of Section 4.1-201.1 by its authorized representative. An acknowledgement to that effect must be contained in the contract between the manufacturer/wholesaler and the authorized representative.
- **INSTRUCTIONS:**
  - Type or print legibly with **black ink**.
  - Answer questions completely and accurately.
  - Have certification statement notarized.
  - Mail or deliver the following items to this address:
    - **Completed application (page 2)**
    - **ONE of the following:**
      - ***A copy of any related contract(s) which include the above listed qualifications***
      - OR**
      - ***Completed Agreement Addendum for Solicitor Tasting Permit (page 3)***
    - ***\$50.00 per application***

**Department of Alcoholic Beverage Control  
License Records Management  
2901 Hermitage Rd PO Box 27491  
Richmond VA 23261-7491**

## GENERAL TASTING INFORMATION

1. Tastings shall be conducted only by employees of manufacturers or wholesalers or authorized representatives of such manufacturers or wholesalers. In accordance with A 15 of § 4.1-212, authorized representatives must obtain a permit prior to conducting a tasting on behalf of any entity (referred to as the Solicitor Tasting Permit.)
2. Employees or authorized representatives must be present while the tastings are being conducted.
3. No category of alcoholic beverage products may be offered to consumers unless the retail licensee on whose premises the tasting is conducted is licensed to sell that category of alcoholic beverage product.
4. All alcoholic beverage products used in the tasting must be served to the consumer by employees of the retail licensee.
5. The quantity of wine, beer, or spirits provided to any one person during the tasting shall not exceed 12 ounces of beer, five ounces of wine, or one-and-one-half ounces of spirits; however, for any spirits tastings, no single sample shall exceed one-half ounce of spirits per product offered and no more than three spirits products may be offered to any one patron.
6. All alcoholic beverage products used in the tasting must be purchased from the retail licensee on whose premises the tasting is being conducted except that no more than \$100 may be expended by or on behalf of any such manufacturer or wholesaler at any retail licensed premises during any 24-hour period. The \$100 limitation shall be exclusive of taxes and gratuities, which gratuities may not exceed 20% of the cost of the alcoholic beverages, including taxes, for the alcoholic beverages purchased for the tasting.
7. Manufacturers, wholesalers, and their authorized representatives shall keep complete records of each tasting authorized by this section for a period of not less than two years, which records shall include the date and place of each tasting conducted and the dollar amount expended by the manufacturer, wholesaler, or his agent or representative in the purchase of the alcoholic beverages used in the tasting.
8. Manufacturers and wholesalers shall be held liable for any violation of this section committed by their employees or authorized representative in connection with their employment or representation at any tasting event.
9. A copy of the permit must be carried by the employee of the permittee and must be presented to ABC Agents and other law enforcement personnel upon request.

## PRIVACY STATEMENT

Pursuant to Chapter 38 of Title 2.2 of the Code of Virginia, it is the policy of the Commonwealth of Virginia that personal/tax information about citizens/applicants and/or their businesses will be collected only to the extent necessary to provide the service or benefit desired; that only appropriate information will be collected; that the citizen/applicant shall understand the reason the information is collected; and be able to examine his or her personal/business record which is maintained by the Virginia Department of Alcoholic Beverage Control (ABC). Social Security Numbers, Dates of Birth and Federal and State Tax identification numbers are collected for identification purposes. The Virginia Department of Alcoholic Beverage Control (ABC) considers all personal/tax information collected as confidential information. ABC does not provide information to any entity except as authorized by the Code of Virginia § 58.1-3 or 2.2-3700 through 2.2-3714.

# APPLICATION FOR SOLICITOR TASTING PERMIT



## APPLICANT INFORMATION

Applicant Name \_\_\_\_\_  
(If Authorized Representative is a company, enter company name above. If in business as an individual, enter individual name.)  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone No \_\_\_\_\_ Fax No \_\_\_\_\_ FEIN or SSN \_\_\_\_\_  
(Enter Federal Employer Identification or Social Security Number)  
Company Email \_\_\_\_\_

## MAILING ADDRESS FOR PERMIT & YEARLY RENEWAL BILL

Mailing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## COST OF PERMIT

Solicitor Tasting Permit (Wine, Beer and Distilled Spirits) Fee Amount Submitted \_\_\_\_\_  
There is a \$50 annual fee for this permit, which will run one year from the date of issuance. A renewal bill will be sent yearly thereafter until deactivation.

## MANUFACTURER/WHOLESALE TO BE REPRESENTED

*The applicant is an authorized representative and under contract to conduct tastings for the below manufacturer or wholesaler:*  
Company Name \_\_\_\_\_

Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

ABC License No. \_\_\_\_\_ Telephone No \_\_\_\_\_ Fax No \_\_\_\_\_  
(If manufacturer/wholesaler is licensed by the State of VA)

## SWORN AFFIDAVIT

Being duly sworn, the undersigned states as follows:

- (1) I certify that a contract or agreement between the applicant and the alcoholic beverage manufacturer or wholesaler listed above grants to the applicant the authority to act as the authorized representative for the manufacturer/wholesaler.
- (2) I certify that the aforementioned contract contains an acknowledgment that the alcoholic beverage manufacturer or wholesaler named above shall be held liable for any violation of Section 4.1-201.1.

Signature \_\_\_\_\_ Title \_\_\_\_\_  
**Note to Notary:** You must verify the affiant's identification through documentation and have the affiant swear or affirm that the above information is true to the best of their knowledge and belief.

State of \_\_\_\_\_ County/City of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Notary Expiration \_\_\_\_\_

Notary Public \_\_\_\_\_ Registration Number \_\_\_\_\_  
(Required by Virginia-appointed notaries public)

## FOR OFFICIAL USE ONLY

AMOUNT PAID	RECEIPT DATE	RECEIPT #	TASTING PERMIT #
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

# AGREEMENT ADDENDUM FOR SOLICITOR TASTING PERMIT



## WHEREAS, THIS AGREEMENT EXISTS BETWEEN

**MANUFACTURER/WHOLESALER TO BE REPRESENTED** (hereafter referred to as Manufacturer/Wholesaler)

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_

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

## AND

**AUTHORIZED REPRESENTATIVE** (hereafter referred to as Authorized Representative)

Company Name \_\_\_\_\_

(If Authorized Representative is a company, enter company name above. If in business as an individual, enter individual name.)

Street Address \_\_\_\_\_

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

## WHEREAS, THIS AGREEMENT:

- Serves as authority for the Authorized Representative and/or any of its employees to represent the Manufacturer/Wholesaler for the purpose of conducting on-premises tastings in the Commonwealth of Virginia
- Confirms that the Authorized Representative is under contract with the Manufacturer/Wholesaler to conduct such tastings
- Confirms that the Authorized Representative and/or any of its employees have authority to act as the authorized representative of the Manufacturer/Wholesaler
- Confirms that the Manufacturer/Wholesaler acknowledges that the Manufacturer/Wholesaler may be held liable for any violation of Section 4.1-201.1 of Virginia Code by the Authorized Representative
- Confirms that this agreement will be considered terminated in the event this permit is surrendered or revoked

MANUFACTURER/WHOLESALER	AUTHORIZED REPRESENTATIVE
Signature _____	Signature _____
Title _____	Title _____
NOTARY	NOTARY
State of _____	State of _____
County/City of _____	County/City of _____
Subscribed and sworn to before me this _____ day of _____, 20____.	Subscribed and sworn to before me this _____ day of _____, 20____.
Notary Expiration _____	Notary Expiration _____
Notary Public _____	Notary Public _____
Registration Number _____ <small>(Required by Virginia-appointed notaries public)</small>	Registration Number _____ <small>(Required by Virginia-appointed notaries public)</small>

**\*NOTE** Only an owner of the business; a partner, if the business is a partnership; a member of a limited liability company; or an officer of a corporation, if the business is a corporation, is authorized to sign this application.