

Total paid: \$ (office use only)
Receipt number: (office use only)



Virginia Alcoholic Beverage
Control Authority

Agent: (office use only)
Record number: (office use only)

www.abc.virginia.gov/licenses | 804.213.4400 | 7450 Freight Way · Mechanicsville VA 23116 | PO Box 3250 · Mechanicsville VA 23116

SOLICITOR TASTING PERMIT APPLICATION

A. INFORMATION AND QUALIFICATIONS

Solicitor Tasting Permit Information

1. A Solicitor Tasting Permit shall be required for:
 - **ALL *permittee Applicant's* (third party representatives, not direct employees) of**
 - **Alcoholic beverage manufacturers (whether or not licensed in Virginia)**
 - **Wine wholesalers**
 - **Beer wholesalers**
2. 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.
3. A **separate** permit must be obtained by the authorized representative for each manufacturer/wholesaler represented.
4. 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.

Qualifications

5. Authorized representatives must be under contract to conduct such tastings on behalf of the alcoholic beverage manufacturer or wholesaler.
6. The contract must grant the Solicitor Tasting Permit applicant the authority to act as the authorized representative of the manufacturer or wholesaler.
7. 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 acknowledgment to the effect must be contained in the contract between the manufacturer/wholesaler and the authorized representative.

Guidelines

8. Tastings shall be conducted only by employees of manufacturers or wholesalers or authorized representatives of such manufacturers or wholesalers. In accordance of 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.)
9. Employees or authorized representatives must be present while the tastings are being conducted.
10. No category of alcoholic beverage products may be offered to consumers unless the retail licensee on whole premises the tasting is conducted is licensed to sell that category of alcoholic beverage product.
11. All alcoholic beverage product used in the tasting must be served to the consumer by employees of the retail licensee.
12. 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.
13. All alcoholic beverage products used in the tasting must be purchased from the retail licensee on whole 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.
14. 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/her agent or representative in the purchase of the alcoholic beverages used in the tasting.
15. Manufacturers and wholesalers shall be held liable for any violation of this section committed by their employees or authorized representatives in connection with their employment or representation at any tasting event.
16. 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.

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B. INSTRUCTIONS

- Print legibly in black ink.
- Answer questions completely and accurately.
- Have certification statement notarized.
- Mail the following items to the address below:
 - Completed application
 - 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
 - \$50.00 per application
- Upon application approval a Permit Issuance fee is required.
 - Solicitor Tasting Issuance fee of \$350.00

Virginia Alcoholic Beverage Control Authority
License Records Management
PO Box 3250
Mechanicsville, VA 23116

C. 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/Applicant's 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.

D. BUSINESS LOCATION

- Facility Establishment Name: *(if applicable)* _____
- Address: *(street)* _____
(city/town) _____ *(state)* _____ *(zip + 4)* _____

E. PERMITEE-INDIVIDUAL

DIRECTIONS: Section F is required to be completed with an associated business's name.

- First Name, Last Name: _____
- Primary Phone Number: _____
- Address: *(street)* _____
(city/town) _____ *(state)* _____ *(zip + 4)* _____

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F. ASSOCIATED BUSINESS

1. Facility Establishment Name/Trade Name: _____
2. Primary Phone Number: _____
3. Primary Email: _____
4. Address: (street) _____
(city/town) _____ (state) _____ (zip + 4) _____
5. Do you have a Virginia State Corporation Commission Entry ID Number? Yes No
6. ABC License No. (if manufacturer/wholesaler is licensed by the State of VA): _____

G. TYPE OF PERMIT

Solicitor Tasting Permit (Wine, Beer and Distilled Spirits)

There is a \$350 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.

Fee Amount Submitted \$ _____

H. APPLICANT'S SIGNATURE

I swear or affirm under penalty of law that the information on this application and all the attachments are true and accurate. I understand that falsification and/or misrepresentation of information may result in refusal of the license(s) and/or criminal charges.

Signature: _____ Date signed: _____

Print name: _____ Title: _____

I. REQUIRED DOCUMENTS

DIRECTIONS: Provide officials with the following required documents at time of submittal.

1. Tasting & Authorized Representative Contract

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J. ADDENDUM-DISTILLED SPIRITS SOLICITOR SALESMAN PERMIT

WHEREAS, THIS AGREEMENT EXISTS BETWEEN

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

Company Name: _____
 Address: (street) _____
 (city/town) _____ (state) _____ (zip + 4) _____

AND

AUTHORIZED REPRESENTATIVE (hereafter referred to as Authorized Representative)

Company Name: _____
 Address: (street) _____
 (city/town) _____ (state) _____ (zip + 4) _____

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 tasting 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 of 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: _____ Title: _____	Signature: _____ Title: _____
Notary	Notary
State of _____ County/City of _____ Subscribed and sworn to before me this _____ day of _____, 20_____. Notary Expiration: _____ Notary Public: _____ Registration Number: _____ <small>*Required by Virginia-appointed notaries public</small>	State of _____ County/City of _____ Subscribed and sworn to before me this _____ day of _____, 20_____. Notary Expiration: _____ Notary Public: _____ 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.