

Louisiana Office of Alcohol & Tobacco Control

Out of State Manufacturer Information

In addition to the provided documents in this application packet, please make yourself aware of the below information.

1. To obtain authority to ship into the state of Louisiana and a list of wholesale dealers, please contact the Louisiana Department of Revenue at 225-219-7656.
2. Register Product Labels online, view information at <http://www.atc.la.gov/productlabeling>

For further instructions or assistance with this application, please contact Carrie Guillot with the Louisiana Office of Alcohol & Tobacco Control at 225-925-4043.



John Bel Edwards
Governor

Louisiana Department of Revenue
Office of Alcohol and Tobacco Control
P.O. Box 66404
Baton Rouge, LA 70896
(225) 925-4041

082110

Out of State
Manufacturer/Supplier's Permit Application

<input type="checkbox"/> Individual	<input type="checkbox"/> Corporation	<input type="checkbox"/> LLC	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership (LP)
Business Name		Business Location		
P.O. Mailing Address (If Different)		Street	City	
Primary Contact Person (Last, First, Middle)			Title	
Business Telephone Number	Business Fax Number		Email Address	

PERMITS EXPIRE DECEMBER 31 of EACH YEAR

Please answer questions	1. Is this business a Manufacturer/Supplier of products of LOW ALCOHOL CONTENT (alcoholic beverages containing not more than six percent alcohol by volume)? <input type="checkbox"/> Yes <input type="checkbox"/> No
	2. Is this business a Manufacturer/Supplier of products of HIGH ALCOHOL CONTENT? (alcoholic beverages containing more than six percent alcohol by volume.)? <input type="checkbox"/> Yes <input type="checkbox"/> No
	3. Does this business manufacture its own products? <input type="checkbox"/> Yes <input type="checkbox"/> No
	4. Does this business import foreign (outside U.S.) product(s) and ship to Louisiana Wholesalers? <input type="checkbox"/> Yes <input type="checkbox"/> No
	5. How many cases of alcoholic beverage did this business sell to wholesalers in Louisiana last calendar year? _____
	6. Does this business hold a Wholesale license or Supplier / Manufacturer license from the state in which the business domiciled? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, attach a copy of the license to this application)
	7. Does this business hold a "TTB" permit? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, attach a copy of the permit to this application)
	8. Does this business have written approval from the Louisiana Department of Revenue to ship alcoholic beverages into Louisiana? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, attach a copy of the approval to this application)
<p>Complete the reverse side of this form and apply attachments to this application regarding this section if necessary. Sign the affidavit, have it notarized and mail with the appropriate fee to:</p> <p style="text-align: center;">Louisiana Department of Revenue Office of Alcohol and Tobacco Control P.O. Box 66404, Baton Rouge, LA 70896-6404</p>	

A Note from the Louisiana Office of Alcohol & Tobacco Control

As the agency tasked with regulating alcoholic beverage and tobacco commodities, one of our main goals here at ATC is to promote awareness and understanding throughout the industry of the Alcoholic Beverage and Tobacco Laws and Regulations. As such, we feel that it may be helpful to provide you with a few commonly un-known or misunderstood provisions of law. Did you know...

- Licensed Louisiana retail dealers of alcohol and tobacco products can only purchase their inventory from licensed Louisiana wholesale dealers.
- 6% price mark-up provisions apply to alcohol and tobacco products.
- Permits are issued per location address and only one alcoholic beverage permit can be issued to an address (i.e. you cannot have two classes of permits at one address).
- **Public habitable area** means publicly accessible space, within a structure, which is permanent in nature, is in compliance with applicable building codes, is fully enclosed and climate controlled.
- Employees selling or serving alcoholic beverage and tobacco products must obtain a Responsible Vendor Certification within 45 days of employment.
- Retail dealers are required to maintain alcoholic beverage and tobacco invoices as well as employee records on the licensed premise at all times.
- Managers must be registered and certified by ATC. It is important to supply a Schedule A on all appointed managers.
- ATC is authorized to accept documentation and provide information to anyone registered with a business. As such, it is imperative, for the safety your business information, to maintain current ownership and management records with ATC.
- Smoking is not allowed on any areas of a Class B, C (package stores), or AR premise (restaurant).
- Placing signs provided by wholesalers/suppliers outside your business is prohibited (this also includes utility items such as table umbrellas).
- The sale of single cigarettes is prohibited.

A complete copy of the Alcoholic Beverage and Tobacco laws and regulations can be downloaded from the ATC website at www.atc.la.gov. We are always happy to assist you with any questions or concerns at (225)925-4041. Additionally, we encourage you to help us promote responsible business practices by reporting violations of the alcoholic beverage and tobacco laws to our complaint line at (225)925-4070.