|  |  |  |
| --- | --- | --- |
| logo | Licensing and Regulation  1025 Union Ave SE  PO Box 43098  Olympia WA 98504-3098  Phone: 360 664-1600  Fax: 360 753-2710  [www.lcb.wa.gov](http://www.lcb.wa.gov) |  |
| License Number |
|  |
| Trade Name |
|  |
| UBI Number |

# Liquor Caterer License Acknowledgment

The Liquor Caterer License allows sales of spirits, beer and wine by the individual serving. (WAC [314-02-112](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-112)) The catered-event location must be owned, leased or operated by the caterer or the sponsor of the event for which the catering services are being provided.

If the catered event is open and advertised to the public, the event must be sponsored by a society or organization as defined in RCW [66.24.375](https://app.leg.wa.gov/RCW/default.aspx?cite=66.24.375) (nonprofit). If the event is limited to members and invited guests, the location does not need to be owned, leased or operated by the nonprofit.

Licensees:

* Are not allowed to cater events at liquor licensed premises.
* Are not allowed to hold their own events but they may rent space to others for an event at their location.
* Are required to send a list of scheduled catered events to their regional enforcement office on the first of each month. Licensees must provide the date, time and location of catered events. Any changes to the information provided to the Washington State Liquor Control Board (WSLCB) must be reported to the regional enforcement office 72 hours prior to the catered event.
* Beer/Wine Caterers must have the ability to provide minimum food service as stated in WAC [314.02.112(6).](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-112)
* Spirit/Beer/Wine Caterers must have the ability to serve at least four complete meals with an available side dish as stated in WAC [314.02.112(5)](https://apps.leg.wa.gov/wac/default.aspx?cite=314-02-112).
* May store wine and/or spirits in a warehouse location approved by WSLCB, otherwise all alcohol must be stored at the licensed location.
* May store beer/wine/spirits at another premise if operated or leased by the caterer (documentation required).

I certify by my signature that I currently meet and will continue to maintain the above requirements as long as I hold a Liquor Caterer License.

|  |  |  |
| --- | --- | --- |
| Print Name: |  |  |
| Signature: |  | **\*** |
|  |  | **\***(If you are printing this form select and print your title: Corporate President, Corporate Vice President, Corporate Secretary, Corporate Treasurer, LLC member/manager, Sole Proprietor, Partner.) |
| Date: |  |
|  |  |
|  |  |