## Appendix- ABL Licenses

Information from SC DOR website: https://dor.sc.gov/tax/abl/licenses

#### **Off Premises Beer/Wine**

## 120 Day Temporary

In addition to the requirements and qualifications for an Off Premises Beer and Wine Permit the following must be submitted to obtain a 120 Day Temporary Off Premises Beer and Wine Permit:

- The existing business must have a biennial permit/license that has not expired, been suspended or revoked. This permit must be attached with the completed **ABL-901** application.
- A \$25.00 fee is required for each temporary permit requested.
- Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.

#### Qualifications

Authorizes the sale of beer and wine "to-go" only.

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the permit and must not previously have had a permit revoked within the past two (2) years.
- All principals, officers, agents, and employees listed on the permit must be over the age of 21 and be of good moral character. A current criminal history background check of not more than 90 days old, on each principal, officer, and employee must accompany each application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SC Department of Revenue or SLED immediately.

- 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by the agent; unless your published ad provides for a later date.
- Newspaper Advertisements:
  - A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or an equivalent section if the newspaper has no legal notices section:
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license being applied for and the exact location of the proposed business.
  - 3. Your application may not be filed until you have furnished a receipt from the approved newspaper indicating that you have paid for the Notice of Application.
  - 4. To complete your application, you must submit you Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 5. Please refer to the <u>ABL-32</u> for a complete list of approved newspapers.

Authorizes the sale of beer and wine "to-go" only.

- Completed application (ABL-901), signed, dated and notarized.
- Submit nonrefundable filing fees: \$300.00 LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED.
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit must include a copy of your ad. If you just started your ad in the newspaper and have not received the ad and affidavit, you MUST include the receipt from the newspaper with your application. Forward the ad and affidavit from your newspaper as soon as the newspaper provides it to you. Your license/permit cannot be issued until this is received.
- Must complete the <u>ABL-946</u> (Consent and Waiver).
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach Articles of Organization and Operating Agreement, or LLC Supplemental Information Form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.

- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at www.sled.state.sc.us or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than 2 years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - 3. If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of lease, deed or tax bill for the location for which
  you are seeking a permit. The lease, deed or tax bill must be in the
  applicant's name and list the physical address of the business location.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach completed residency status verification affidavit. Use
   Verification of Lawful Presence in the United States-Applicant and
   Principals (ABL-920) for each principal. Each principal, officer, owner,
   member, and/or partner MUST sign the form. If applicable include
   his/her non-citizen alien registration number and attach a copy of all
   appropriate immigration documents.
- Off Premises Beer and Wine Three Tier Rule: No person, partner, or member may have any financial interest of any kind in any other tier of the beer, wine or alcoholic beverage industry.

#### 7 Day Week Off Premises Beer/Wine

#### 120 Day Temporary

In addition to the requirements and qualifications for a 7 Day Off Premises Beer/Wine Permit, the following must be submitted to obtain a 120 Day Temporary 7 Day Off Premises Beer/Wine Permit:

- The existing business must have a biennial permit/license that has not expired, been suspended or revoked. This permit/license must be attached with the completed <u>ABL-901</u> application
- A \$25.00 fee is required for each temporary permit requested
- Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.
- Be sure to include the Retail Sales Tax License Number on the **ABL-901** application.

#### **Qualifications:**

- Authorizes the sale of beer "to-go" only, 7 days a week, with no restrictions on hours
  or sale and only issued in counties or municipalities that have passed a referendum
  allowing Sunday sale of beer and wine.
- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the permit and must not previously have had a permit revoked within the past two (2) years.
- All principals, officers, agents, and employees listed on the permit must be over the age
  of 21 and be of good moral character. A current criminal history background check of
  not more than 90 days old, on each principal, officer, and employee must accompany
  this application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SCDOR or SLED immediately.
  - 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by the agent; unless your published ad provides for a later date.
- Newspaper Advertisements
  - I. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or equivalent section if the newspaper has no legal notices section;
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license applied for and the exact location of the proposed business.
  - 3. Your application may not be filed until you have furnished a receipt from the approved newspaper indicating that you have paid for the Notice of Application.
  - 4. To complete your application you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 5. Please refer to the **ABL-901** for a complete list of approved newspapers.

#### **Requirements:**

Authorizes the sale of beer "to-go" only, 7 days a week, with no restrictions on hours of sale

and only issued in counties or municipalities that have passed a referendum allowing Sunday sale of beer and wine.

- Completed application (ABL-901) signed, dated and notarized.
- Submit no fundable filing fees: \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED.
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit
  must include a copy of your ad. If you just started your ad in the newspaper and have
  not received the ad and affidavit, you MUST include the receipt from the newspaper
  with your application. Forward the ad and affidavit from the newspaper as soon as the
  newspaper provides it to you. Your license/permit cannot be issued until this is
  received.
- Must complete the <u>ABL-946</u> (Consent and Waiver).
- Must attach a copy of Articles of Incorporation, if applying as a corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach a copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at <u>www.sled.state.sc.us</u> or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than two (2) years, obtain a statewide CRC from a previous state of residency AND a CRC from SLED.
  - If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of your lease, deed or tax bill for the location which you are seeking
  a permit. The lease, deed or tax bill must be in the applicant's name and list the physical
  address of the business location.
- Must attach a Certificate of Authority to do Business in South Carolina obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach completed residency statue verification affidavit. Use Verification of Lawful Presence in the United States-Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.
- In counties and municipalities where the public has approved by referendum, retailers may apply for a special permit that allows for the sale of beer and wine seven (7) days a week, 24 hours a day for off premise consumption.
- A list of counties and municipalities that have approved through local referendums this permit can be found under General Information.

#### **On Premises Beer/Wine**

## 120 Day Temporary

- The existing business must have a biennial permit/license that has not expired, been suspended or revoked. This permit must be attached with the completed <u>ABL-901</u>application.
- A \$25.00 fee is required for each temporary permit requested.
- Attach the receipt from the approved newspaper indication that you have paid for the Notice of Application.
- Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.
- Be sure to include your Retail Sales Tax License Number on your **ABL-901** application.

#### **Oualifications**

Authorizes the sale of beer and wine "to-go" and also authorizes consumption on the licensed premises.

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States, and if applying as a Sole Proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this Department
- The applicant must be the owner of the business seeking the permit and must not previously have had a permit revoked within the past five years.
- All principals, officers, agents and employees listed on the permit must be over the age of 21 and be of good moral character. A current criminal history background check of not more than 90 days old, on each principal, officer, and employee must accompany each application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SCDOR or SLED immediately.
  - 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by the agent; unless your published ad provides for a later date
- Newspaper Advertisements:
  - 1. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or equivalent section if the newspaper has no legal notices section;

- Be in large type, covering a space of one column wide and at least two inches deep; and
- State the type of license applied for and the exact location of the proposed business
- 3. To complete your application you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
- 4. Please refer to the ABL-32 for a complete list of approved newspapers.

Authorizes the sale of beer and wine "to-go" and also authorizes consumption on the licensed premises.

- Completed application (ABL-901) signed, dated and notarized.
- Submit nonrefundable filing fees: \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL PERMIT IS APPROVED.
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit
  must include a copy of your ad. If you just started your ad in the newspaper and have
  not received the ad and affidavit, you MUST include the receipt from the newspaper
  with your application. Forward the ad and affidavit from the newspaper as soon as the
  newspaper provides it to you. Your license/permit cannot be issued until this is
  received.
- The <u>ABL-946</u> (Consent and Waiver) must be completed and notarized.
- Must attach a copy of Articles of Incorporation, if applying as a corporation.
- Must attach copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information Form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach a copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a Criminal Records Check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at www.sled.state.sc.us or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than two (2) years, obtain a CRC from previous state of residency AND a CRC from SLED.
  - If principal is not a SC resident, must obtain a statewide CRC from current state of residency.
- Must attach a copy of your lease, deed or tax bill for the location for which you are seeking a permit. The lease, deed or tax bill must be in the applicant's name and list the physical address of the business location.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach completed residency status verification affidavit. Use Verification of Lawful Presence in the United States-Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.

- On or Off Premises Beer and Wine Three Tier Rule: No person, partner, or member may have any financial interest of any kind in any other tier of the beer, wine, or alcoholic beverage industry.
- On Premise Permits require the location to have functioning restrooms available for use by customers.

## 7 Day Week Off Premises Beer/Wine

## 120 Day Temporary

In addition to the requirements and qualifications for a 7 Day Off Premises Beer/Wine Permit, the following must be submitted to obtain a 120 Day Temporary 7 Day Off Premises Beer/Wine Permit:

- The existing business must have a biennial permit/license that has not expired, been suspended or revoked. This permit/license must be attached with the completed <u>ABL-901</u> application
- A \$25.00 fee is required for each temporary permit requested
- Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.
- Be sure to include the Retail Sales Tax License Number on the ABL-901 application.

#### **Qualifications:**

- Authorizes the sale of beer "to-go" only, 7 days a week, with no restrictions on hours
  or sale and only issued in counties or municipalities that have passed a referendum
  allowing Sunday sale of beer and wine.
- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the permit and must not previously have had a permit revoked within the past two (2) years.
- All principals, officers, agents, and employees listed on the permit must be over the age
  of 21 and be of good moral character. A current criminal history background check of
  not more than 90 days old, on each principal, officer, and employee must accompany
  this application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SCDOR or SLED immediately.

- 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by the agent; unless your published ad provides for a later date.
- Newspaper Advertisements
  - I. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or equivalent section if the newspaper has no legal notices section;
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license applied for and the exact location of the proposed business.
  - 3. Your application may not be filed until you have furnished a receipt from the approved newspaper indicating that you have paid for the Notice of Application.
  - 4. To complete your application you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 5. Please refer to the **ABL-901** for a complete list of approved newspapers.

Authorizes the sale of beer "to-go" only, 7 days a week, with no restrictions on hours of sale and only issued in counties or municipalities that have passed a referendum allowing Sunday sale of beer and wine.

- Completed application (ABL-901) signed, dated and notarized.
- Submit no fundable filing fees: \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED.
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit
  must include a copy of your ad. If you just started your ad in the newspaper and have
  not received the ad and affidavit, you MUST include the receipt from the newspaper
  with your application. Forward the ad and affidavit from the newspaper as soon as the
  newspaper provides it to you. Your license/permit cannot be issued until this is
  received.
- Must complete the <u>ABL-946</u> (Consent and Waiver).
- Must attach a copy of Articles of Incorporation, if applying as a corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach a copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at <u>www.sled.state.sc.us</u> or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.

- If the principal has lived in SC less than two (2) years, obtain a statewide CRC from a previous state of residency AND a CRC from SLED.
- If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of your lease, deed or tax bill for the location which you are seeking
  a permit. The lease, deed or tax bill must be in the applicant's name and list the physical
  address of the business location.
- Must attach a Certificate of Authority to do Business in South Carolina obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach completed residency statue verification affidavit. Use Verification of Lawful Presence in the United States-Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.
- In counties and municipalities where the public has approved by referendum, retailers may apply for a special permit that allows for the sale of beer and wine seven (7) days a week, 24 hours a day for off premise consumption.
- A list of counties and municipalities that have approved through local referendums this permit can be found under General Information.

## **Local Option Permits**

A local option permit applies only to food establishments, which hold permanent liquor by the drink license and a permanent beer/wine permit. This permit allows the food establishment to operate and to possess, sell, and consume alcoholic liquors, beer, and wine during otherwise restricted hours. Pursuant to S.C. Code 61-6-2010, this permit will be valid each Sunday morning 12:00 a.m. - 2:00 a.m. and 10:00 a.m. - 12:00 a.m. Monday. A temporary permit is only valid for the premises covered by the permanent license(s). A permit is not valid until approved by the SCDOR and posted with the permanent license in the business. Business establishments may continue to operate from 12:01 a.m. Monday morning until 2:00 a.m. under their permanent liquor by the drink license and beer and wine permit.

#### **Qualifications**

A business must hold a valid permanent liquor by the drink license to be eligible for a Sunday Local Option Permit and be located in a county or municipality which has passed a referendum authorizing the issuance of temporary permits within the county/city limits.

#### **Requirements**

The person applying must hold permanent liquor by the drink license at the location applied for. If applying for a corporation, the application must be signed by an officer. If the business is owned by a partnership, only one partner may sign the application. If the business is a sole proprietor, the owner must sign. Fill in the fee amount. Place total fee(s) submitted in appropriate column. Enclose a check made payable to the SCDOR in the amount shown under the total column on the application.

## **Application and Fees**

Annual LOP:

- Complete and Submit the <u>ABL-29</u>
- Submit non-refundable fee- \$3050.00 for 52 weeks

#### Weekly LOP:

- Complete and Submit the <u>ABL-29</u>
- Submit refundable application fees- \$200.00/Sunday
   \*The fee will be refunded if the application is denied\*

## 7 Day Week Winery

#### **Qualifications**

Manufactures or blends wines using grapes, all of which are harvested, processed, fermented, bottled and sold at the same contiguous location. This type of winery may sell the wine it produces to wholesalers and permit consumption of the wine seven days a week, during restricted hours-provided the local governing body of the county or municipality where the sale occurs adopts an ordinance permitting wine sales on Sunday under these limited circumstances. This type of winery may also ship the wine to in or out of state consumers. SC Code § 61-4-120; § 61-4-735.

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the license and must not previously have had a license revoked within the past two (2) years.
- All principals, officers, agents, and employees listed on the license must be over the age
  of 21 and be of good moral character. A current criminal history background check of
  not more than 90 days old, on each principal, officer, and employee must accompany
  this application.
- Please check with the city and/or county authorities to insure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent.
  - 3. Permits will not be issued until the afternoon of the fourth day after the sign is taken down by the agent; unless your published ad provides for a later date.
- Newspaper Advertisements:

- I. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area
- 2. This notice must:
  - Be in the legal notices section of the newspaper or an equivalent section if the newspaper has no legal notices section;
  - Be in large type, covering a space of one column wide and at least two inches deep; and
  - State the type of license applied for and the exact location of the proposed business.
- 3. To complete your application you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
- 4. Please refer to the **ABL-32** for a complete list of approved newspapers.
- 5. SC Code § 61-4-120 limits the sale of beer and wine on Sundays. Subsection (B) was added to provide that wine may be sold on Sunday if the wine is produced using grapes grown in South Carolina, the grapes are harvested, processed, fermented, bottled, and sold at the same contiguous location, the seller meets all applicable licensing and taxing requirements, and the local governing body adopts an ordinance permitting wine sales under these limited circumstances.

- Completed application, signed, dated and notarized
- Submit nonrefundable filing fees: \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL THE PERMIT IS APPROVED.
- Must complete the **ABL-946** (Consent and Waiver)
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit must include a copy of your ad. If you just started your ad and have not received the ad and affidavit, you MUST include the receipt from the newspaper with your application. Forward the ad and affidavit from the newspaper as soon as it is provided to you.
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, if applying as a Limited Liability Corporation.
- Must attach copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - o If the principal has lived in SC for more than 2 years, obtain the CRC from SLED at www.sled.state.sc.us or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than 2 years, obtain a CRC from previous state of residency AND a CRC from SLED.
  - o If principal is not a SC resident, obtain a CRC from current state of residency.

- If you own the property, you must submit a copy of the deed or tax bill; if not, submit a copy of your lease
- Must attach completed Verification of Lawful Presence in the United States-Applicant and Principals (ABL-920) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents
- Must submit a copy of the local ordinance allowing Sunday sales of wineries.

## **Sunday/Sabbath Beer/Wine**

## 120 Day Temporary

- The existing business must have a biennial permit that has not expired, been suspended or revoked. This permit must be attached with the completed **ABL-901** application
- A \$25 fee is required for each temporary permit requested.
- Attach a copy of the Ad receipt from the approved newspaper indicating that you have paid for the Notice of Application.
- Attach a copy of the bill of sale, lease, probate document, divorce decree, or eviction order, or document showing how the business was acquired.
- Be sure to include your Retail Sales Tax License Number on the ABL-901 application.

#### Qualifications

Authorizes the sale and consumption of beer and wine on Sunday if you close your business on Saturday for religious purposes. These permits are only issued in counties or municipalities that have passed a referendum allowing Sunday sale of beer and wine.

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this Department.
- The applicant must be the owner of the business seeking the license and must not previously have had a license revoked within the past two (2) years.
- All principals, officers, agents, and employees listed on the license must be over the age
  of 21 and be of good moral character. A current criminal history background check of
  not more than 90 days old, on each principal, officer, and employee must accompany
  this application.
- Please check with the city and/or county authorities to insure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SC Department of Revenue or SLED immediately.

- 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by agent; unless your published ad provides for a later date.
- Newspaper Advertisements:
  - I. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or an equivalent section if the newspaper has no legal notices section;
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license applied for and the exact location of the proposed business.
  - 3. To complete your application, you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 4. Please refer to the **ABL-32** for a complete list of approved newspapers.

- Completed application (ABL-901), signed, dated and notarized
- Submit nonrefundable filing fees \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit must include a copy of your ad. If you just started your ad in the newspaper and have not received the ad and affidavit, you MUST include the receipt from the newspaper with your application. Forward the ad and affidavit as soon as the newspaper provides it to you. Your permit cannot be issued until this is received.
- Must complete the ABL-946 (Consent and Waiver)
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information Form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than 2 years, obtain the CRC from SLED at www.sled.state.sc.us or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than 2 years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of your lease, deed or tax bill for the location for which you are seeking a license. The lease, deed, or tax bill must be in the applicant's name and list the physical address of the business location.

- Must attach completed residency status verification affidavit. Use Verification of Lawful Presence in the United States – Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.
- Sunday/Sabbath Beer and Wine Permit Requirements:
  - This permit authorizes the sale and consumption of beer and wine on Sunday if you close your business on Saturday for religious purposes. These permits are issued in counties and municipalities that have passed a referendum allowing Sunday sale of beer and wine. If you operate on Saturdays while holding this permit, the Department will revoke your permit to sell beer and wine (See Code Section 61-4-620).

# **Brewery**

#### Qualifications

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a Sole Proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this Department.
- The applicant must be the owner of the business seeking the permit and must not previously have had a permit revoked within the past two (2) years.
- All principals, officers, agents, and employees listed on the permit must be over the age
  of 21 and be of good moral character. A current criminal history of not more than 90
  days old, on each principal, officer, and employee must accompany this application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A permit cannot be issued is the applicant has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - 1. An agent of the SC Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted at the location for at least 15 days, and maybe removed only by the SLED agent.
  - 3. Permits will not be issued until the afternoon of the fourth day after the sign is taken down; unless your published ad provides for a later date.
- Newspaper Advertisements:
  - 1. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or an equivalent section if the newspaper has no legal notices section;

- Be in large type, covering a space of one column wide and at least two inches deep; and
- State the type of license applied for and the exact location of the proposed business.
- 3. To complete your application you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
- 4. The ABL-32 lists all approved newspapers.

- Completed application, signed, dated, and notarized.
- Submit nonrefundable filing fees: \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL PERMIT IS APPROVED.
- Must complete <u>ABL-946</u> (Consent and Waiver).
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, if applying as a Limited Liability Corporation.
- Must attach copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a Criminal Records Check (CRC), not more than 90 days old.
  - If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at <u>www.sled.state.sc.us</u> or from SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - o If the principal has lived in SC less than two (2) years, obtain a CRC from previous state of residency AND a CRC from SLED.
  - o If principal is not a SC resident, obtain a CRC from current state of residency.
- If you own the property, you must submit a copy of the deed or tax bill; if not, submit a copy of your lease.
- Must attach completed residency status verification affidavit. Use Verification of Lawful Presence in the United States-Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.
- General Location Requirements for Brewery to offer Samples:
  - Sales to or samplings must be held in conjunction with a tour by the consumer of the licensed premise and the entire brewing process utilized at the licensed premise;
  - Sales or samplings shall not be offered or made to, or allowed to be offered, made to, or consumed by an intoxicated person or a person who is under the age of 21;
  - No more than a total of 48 ounces of beer brewed at the licensed premises, including amounts of samples offered and consumed with or without cost, shall be sold to a consumer for on-premises consumption within a 24 hour period.

- Of that 48 ounces of beer available to be sold to a consumer within a 24 hour period, no more than 16 ounces of beer with an alcoholic weight of above eight (8) percent, including any samples offered and consumed with or without cost, shall be sold to a consumer for on-premises consumption within a 24 hour period.
- General Location Requirements for Brewery to sell On-Premises Beer/Wine:
  - A brewery licensed in this State is authorized to sell beer produced on its licensed premises to consumer for on-premises consumption within an area of its licensed premises approved by the rules and regulations DHEC governing each and drinking establishments and other food service establishments.
  - o Breweries approved through DHEC for eating and drinking establishments may also apply for a retail on-premises consumption permit for the sale of beer and wine of a producer that has been purchased from a wholesaler through the three-tier distribution chain set forth in Section 61-4-730 and Section 61-4-940.
  - The brewery must comply with all state and local laws concerning house of operation.
  - The brewery must remit taxes to the Department of Revenue for beer sales in an amount equal to and in a manner required for taxes assessed by Section 12-21-1020and Section 12-21-1030. The brewery also must remit appropriate sales and use taxes and local hospitability taxes.

#### **Brewpub Beer/Wine**

## 120 Day Temporary

- The existing business must have a biennial permit that has not expired, been suspended or revoked.
- This permit must be attached with the completed <u>ABL-901</u> application. A \$25.00 fee is required for each temporary permit requested.
- Attach a copy of the receipt from the approved newspaper indicating you have paid for the Notice of Application.
- Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.
- Be sure to indicate the Retail Sales Tax Number on the ABL-901 application.

#### **Qualifications**

- Authorizes the sale of beer and wine, the manufacture of beer and the consumption of these products on the permitted premises.
- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the license and must not previously have had a license revoked within the past five years.
- All principals, officers, agents, and employees listed on the license must be over the age of 21 and be of good moral character. A current criminal history background check of

- not more than 90 days old, on each principal, officer, and employee must accompany this application.
- Please check with the city and/or county authorities to insure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SCDOR or SLED immediately.
  - 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by agent; unless your published ad provides for a later date.
- Newspaper Advertisements:
  - 3. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 4. This notice must:
    - Be in the legal notices section of the newspaper or an equivalent section if the newspaper has no legal notices section;
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license applied for and the exact location of the proposed business.
  - 5. To complete your application, you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 6. Please refer to the ABL-32 for a complete list of approved newspapers.

- Authorizes the sale of beer and wine, the manufacture of beer and the consumption of these products on the permitted premises.
- Completed application (ABL-901), signed, dated and notarized
- Submit nonrefundable filing fees \$300.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit
  must include a copy of your ad. If you just started your ad in the newspaper and have
  not received the ad and affidavit, you MUST include the receipt from the newspaper
  with your application. Forward the ad and affidavit as soon as the newspaper provides it
  to you. Your permit cannot be issued until this is received.
- Must complete the <u>ABL-946</u> (Consent and Waiver)
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.

- Must attach a copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information Form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - o If the principal has lived in SC for more than 2 years, obtain the CRC from SLED at <a href="www.sled.state.sc.us">www.sled.state.sc.us</a> or SLED Headquarters, Criminal Records Department 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - If the principal has lived in SC less than 2 years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of your lease, deed or tax bill for the location for which you are seeking a license. The lease, deed, or tax bill must be in the applicant's name and list the physical address of the business location.
- Must attach completed residency status verification affidavit. Use Verification of Lawful Presence in the United States— Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.

## **Retail Liquor Store**

# 120 Day Temporary

Authorizes a person who purchases or otherwise acquires a retail business, which is licensed to sell retail liquor at the business, upon initiating the application process, may be issued a temporary liquor license.

- In addition to the Requirements and Qualifications for a Retail Liquor License, the following must be submitted to obtain a 120 Day Temporary Retail Liquor License:
  - The existing business must have a biennial license that has not expired, been suspended or revoked. This license must be attached with the completed <u>ABL-901</u> application.
  - 2. A \$25.00 fee is required for each temporary license requested.
  - 3. Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.
  - 4. Be sure to include the Retail Sales Tax License number on the ABL-901 application.

#### **Qualifications**

Authorizes the sale of liquor "to-go" only. These licenses are issued to retail locations for the sale of alcoholic liquors and/or wines containing up to 21% alcohol by volume.

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the license and must not previously have had a license revoked within the past five years.
- All principals, officers, agents, and employees listed on the license must be over the age
  of 21 and be of good moral character. A current criminal history background check of
  not more than 90 days old, on each principal, officer, and employee must accompany
  this application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.
- Tax Liabilities: A license or permit cannot be issued if the applicant of any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SCDOR or SLED immediately.
  - 3. Permits/Licenses will not be issued until the afternoon of the fourth day after the sign is taken down by the agent; unless your published ad provides for a later date.
- Newspaper Advertisements:
  - I. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section of the newspaper or an equivalent section if the newspaper has no legal notices section.
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license applied for and the exact location of the proposed business.
  - 3. Your application may not be filed until you have furnished a receipt from the approved newspaper indicating that you have paid for the Notice of Application.
  - 4. To complete your application you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 5. Please refer to the ABL-32 for a complete list of approved newspapers.
  - 6. No more than three (3) retail dealer licenses may be issued to one licensee. No more than three retail dealer licenses may be issued for the use of one corporation, association, partnership, or limited partnership. A corporation having the use of a retail dealer license that is owned by another corporation is considered to be holding the retail dealer license for the use of the owning corporation. In addition no person, directly or indirectly, individually or as a member of a partnership or an association, as member or stockholder of a corporation, or a relative to a person by blood or marriage within the second degree, may have any interest in more than three retail liquor stored licensed.

- 7. A retail dealer must maintain a separate store or place of business with not more than two (2) means of public ingress or egress which must be on the front or the same side of the building, except that the doors may be located at the corner of two adjacent sides of the building. One additional door, not in the front, is allowed if used solely for the receipt of commercial deliveries or an emergency exit.
- 8. Non-alcoholic merchandise is prohibited except as described in Code Section 61-6-1540.

Authorizes the sale of liquor "to-go" only. These licenses are issued to retail locations for the sale of alcoholic liquors and/or wines containing up to 21% alcohol by volume.

- Completed application (ABL-901), signed, dated and notarized.
- Submit nonrefundable filing fees: \$200.00
   LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED.
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit
  must include a copy of your ad. If you just started your ad in the newspaper and have
  not received the ad and affidavit, you MUST include the receipt from the newspaper
  with your application. Forward the ad and affidavit from the newspaper as soon as the
  newspaper provides it to you. Your license/permit cannot be issued until this is
  received.
- Must complete the **ABL-946** (Consent and Waiver).
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach a Certificate of Authority to do Business in South Carolina obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information Form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach copy of partnership agreement, if applying as a partnership or Limited Liability Partnership.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - 1. If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at www.sled.state.sc.us or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - 2. If the principal has lived in SC less than two (2) years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - 3. If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of your lease, deed or tax bill for the location for which you are seeking a license. The lease, deed or tax bill must be in the applicant's name and list the physical address of the business location.
- Must attach completed residency status verification affidavit. Use Verification of Lawful Presence in the United States-Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If

applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.

- General Location Requirements for a Retail Liquor Store:
  - I. Your business must be at least 300 feet from a church, school, or playground if the church, school, or playground is located in the city.
  - 2. Your business must be at least 500 feet from a church, school, or playground if the church, school, or playground is located in the county.
  - 3. These requirements do not apply if the establishment or location was established prior to November 7, 1962 or if you are acquiring a business that is currently licensed to sell alcohol. ABL Regulation 7-300 establishes how this measure is conducted.

## Non-Profit (Private Club) Liquor by the Drink

## 120 Day Temporary

Authorizes a person who purchases or otherwise acquires a retail business, which is licensed to sell liquor by drink at the business, upon initiating the application process, may be issued a temporary Liquor by the Drink license.

- The existing business must have a biennial license that has not expired, been suspended or revoked. The license must be submitted with the completed <a href="#ABL-901">ABL-901</a> application.
- A \$25.00 fee is required for each temporary license requested, plus an additional \$5.00 Certification fee.
- Attach a copy of the Ad Receipt from the approved newspaper indicating that you have paid for the Notice of Application.
- Attach a copy of the bill of sale, lease, probate document, divorce decree, eviction order, or document showing how the business was acquired.
- Must submit a copy of organizational by-laws.
- Be sure to include the Retail Sales Tax License number on the ABL-901 application.

#### Qualifications

Authorizes the sale and consumption of alcoholic liquors on the licensed premises. These licenses are issued ONLY to nonprofit organizations chartered by the SC Secretary of State's Office. These locations may not be open to the general public.

- An applicant must be 21 years of age, be of good moral character, be a legal resident of the United States and if applying as a sole proprietor, must be a legal resident of South Carolina for 30 days prior to submitting an application to this department.
- The applicant must be the owner of the business seeking the license and must not previously have had a license revoked within the past five years.
- All principals, officers, agents, and employees listed on the license must be over the age
  of 21 and be of good moral character. A current criminal history background check of
  not more than 90 days old, on each principal, officer, and employee must accompany
  this application.
- Please check with the city and/or county authorities to ensure you are in compliance with zoning laws and local business license requirements.

- Tax Liabilities: A license cannot be issued if the applicant or any principal has any outstanding tax liabilities with the SCDOR.
- Sign Posting:
  - I. An agent of the SC State Law Enforcement Division (SLED) must post and remove a sign at the proposed place of business.
  - 2. This sign must remain posted for at least 15 days, and may be removed only by the SLED agent. If the sign disappears before the SLED agent removes it, contact the SCDOR or SLED immediately.
  - 3. Licenses will not be issued until the afternoon of the fourth days after the sign is taken down by the agent; unless your published ad provides for a later date.
- Newspaper Advertisements:
  - I. A notice of application must be placed at least once a week for three (3) consecutive weeks in a newspaper approved by the department for your area.
  - 2. This notice must:
    - Be in the legal notices section or an equivalent section if the newspaper has no legal notices section;
    - Be in large type, covering a space of one column wide and at least two inches deep; and
    - State the type of license applied for and the exact location of the proposed business.
  - 3. To complete your application, you must submit your Affidavit of Publication and a copy of the ad furnished by the approved newspaper office.
  - 4. Please refer to the **ABL-32** for a complete list of approved newspapers.

Authorizes the sale and consumption of alcoholic liquors on the licensed premises. These licenses are issued ONLY to nonprofit organizations chartered by the SC Secretary of State's Office. These locations may not be open to the general public.

- Completed application (ABL-901), signed, dated and notarized.
- Submit nonrefundable filing fees: \$200.00 LICENSE FEES SHOULD NOT BE SUBMITTED UNTIL LICENSE IS APPROVED.
- Submit an Affidavit of Publication from the newspaper running your ad. The affidavit must include a copy of your ad. If you just started your ad in the newspaper and have not received the ad and affidavit, you MUST include the receipt from the newspaper with your application. Forward the ad and affidavit as soon as the newspaper provides it to you. Your license cannot be issued until this is received.
- Must complete **ABL-946** (Consent and Waiver).
- Must attach copy of Articles of Incorporation, if applying as a corporation.
- Must attach a Certificate of Authority to do Business in South Carolina, obtained from the Secretary of State's office, if applying as a foreign corporation.
- Must attach a copy of Articles of Organization and Operating Agreement, or LLC Supplemental Information Form (<u>ABL-919</u>), if applying as a Limited Liability Corporation.
- Must attach copy of Partnership Agreement, if applying as a partnership or Limited Liability Partnership.

- Must attach a copy of by-laws, if applying as a nonprofit club.
- All principals must attach a criminal records check (CRC), not more than 90 days old.
  - 1. If the principal has lived in SC for more than two (2) years, obtain the CRC from SLED at <a href="www.sled.state.sc.us">www.sled.state.sc.us</a> or SLED Headquarters, Criminal Records Department, 4400 Broad River Rd., P.O. Box 21398, Columbia, SC 29221.
  - 2. If the principal has lives in SC less than two (2) years, obtain a statewide CRC from previous state of residency AND a CRC from SLED.
  - 3. If principal is not a SC resident, obtain a statewide CRC from current state of residency.
- Must attach a copy of lease, deed or tax bill for the location which you are seeking a license. The lease, deed or tax bill must be in the applicant's name and list the physical address of the business location.
- Must attach completed residency status verification affidavit. Use Verification of Lawful Presence in the United States-Applicant and Principals (<u>ABL-920</u>) for each principal. Each principal, officer, owner, member, and/or partner MUST sign the form. If applicable, include his/her non-citizen alien registration number and attach a copy of all appropriate immigration documents.
- General Location Requirements for Non-Profit Private Club Liquor by the Drink:
  - 1. Your business must be at least 300 feet from a church, school or playground if the church, school or playground is located in the city.
  - 2. Your business must be at least 500 feet from a church, school or playground if the church, school or playground is located in the county.
  - 3. These requirements do not apply if the establishment or location was established prior to November 7, 1962 or if you are acquiring a business that is currently licensed to sell alcohol. ABL Regulation 7-303 establishes how this measurement is conducted.
  - 4. The Department may issue a license so long as distance requirements are met in regards to schools, and so long as any playground or church within the parameters affirmatively states that it does not object to the issuance of a license (ABL-956).
- Nonprofit Organizations (Private Club) Liquor by the Drink Requirements:
  - I. The premises to be licensed must not be open to the general public and must have limited membership.
  - 2. The premises to be licensed must be located in a place separate and distinct from the premises of any business establishment. (This means that the location must have a separate address, separate entrance, and cannot be connected by common doors or passageways with any other business premises).
  - 3. The club's by-laws must have a fixed method of electing persons on an individual basis to membership in the organization.
  - 4. The method of electing members must bear some reasonable relationship to the object and purpose of your organization.
  - 5. The club's by-laws must require that upon dissolution, its residual assets must not inure to the direct benefit of any member, but must be turned over to a nonprofit organization, which is organized and operated for charitable purposes.
  - 6. Your club's by-laws, charter, or constitution must require that it be operated solely and exclusively for social, benevolent, patriotic, recreational, or fraternal

- purposes. You must attach a copy of your club's by-laws and a certified copy of the club's charter, Articles of Incorporation, or constitution.
- 7. The bar area used for storing and dispensing liquor by the drink must be lighted (or plan to be lighted by the time you open for business) so that members have a clear view of all activities taking place in the bar area.
- 8. You must have functioning restrooms available for use by members.
- 9. If you are selling liquor by the drink (from "big bottles" and/or minibottles) you are required to remit the five percent liquor by the drink excise tax. Upon completion of the ABL registration process you will receive an information packet that includes the liquor by the drink return and procedures on remitting the liquor by the drink excise tax.

# Jurisdiction with Local Option for Sunday Beer, Wine, and Alcoholic Beverage Sales

Counties				Cities			
	LOP	P7B	PO7		LOP	P7B	PO7
Allendale	YES	YES	YES	Aiken	YES	YES	YES
Anderson	YES	YES	YES	Central	YES	YES	YES
Beaufort	YES	YES	YES	Clemson	YES	YES	YES
Berkeley	YES	YES	YES	Easley	YES	YES	YES
Calhoun	YES	YES	YES	Gaffney	YES	YES	YES
Charleston	YES	YES	YES	Greeleyville	NO	YES	YES
Chester	YES	YES	YES	Lake City	YES	YES	YES
Clarendon	YES	YES	YES	North Augusta	YES	YES	YES
Colleton	YES	YES	YES	Pickens	YES	YES	YES
Darlington	YES	YES	YES	Sumter	YES	NO	NO
Dorchester	YES	YES	YES				
Edgefield	YES	YES	YES				
Fairfield	YES	YES	YES				
Florence	YES	NO	NO				

Georgetown	YES	YES	YES	
Greenville	YES	YES	YES	
Greenwood	YES	YES	YES	
Horry	YES	YES	YES	
Jasper	YES	YES	YES	
Kershaw	YES	YES	YES	
Lancaster	YES	YES	YES	
Laurens	YES	YES	YES	
Lee	YES	YES	YES	
Lexington	YES	YES	YES	
Marion	YES	YES	YES	
Marlboro	YES	YES	YES	
McCormick	YES	YES	YES	
Newberry	YES	YES	YES	
Oconee	YES	YES	YES	
Orangeburg	YES	YES	YES	
Richland	YES	YES	YES	

Saluda	YES	YES	YES
Spartanburg	YES	YES	YES
York	YES	YES	YES

The Department of Revenue wants to inform you that your On-Premise Beer and Wine Permit (PBW) DOES NOT ALLOW FOR SUNDAY SALES TO-GO. There has been some confusion regarding whether Section 61-4-630 permits the sale of beer and wine for off premise consumption on Sundays. A PBW only allows you to sell beer and wine for ON and OFF premise consumption from Monday at sunrise through Saturday at 11:59 p.m.. (See S.C. Code Ann. Section 61-4-120, which provides that it is unlawful for a person to sell or offer for sale wine or beer in this State between the hours of twelve o'clock Saturday night and sunrise Monday morning). Section 61-4-630 provides an exception to Section 61-4-120. Specifically, Section 61-4-630 allows a holder of an On-Premise Beer and Wine Permit to sell beer and wine for CONSUMPTION ON THE PREMISE on Sundays during the same hours authorized by permits issued under S.C. Code Ann. Section 61-6-2010 if the permit holder is in a county or municipality that has passed a favorable Local Option Permit (LOP) referendum (LOP holders are not permitted to sell liquor by the drink between the hours of 2 a.m. and 10 a.m. on Sunday). SECTION 61-4-630 DOES NOT PERMIT THE HOLDER OF A PBW TO SELL BEER AND WINE TO-GO ON SUNDAYS.

If you have a PBW and sell beer and/or wine to-go on Sundays, SLED will issue you a violation for selling beer on Sunday in violation of S.C. Code Ann. Section 61-4-120.

If you would like to sell beer and/or wine for on and off premise consumption seven days a week, you must be located in a county or municipality that has passed both the LOP and beer to-go referendums. If you are located in one of these counties or municipalities, then you must purchase a 7-Day On Premises Beer and Wine Permit (PO7). The PO7 has the same qualifications as an On-Premise Beer and Wine Permit (PBW) and the same fees associated with the 7-Day Off Premise Beer and Wine Permit (P7B). If you would like to know the specific hours of operation that are permitted by each type of license, please visit the <u>Licenses tab</u>.

If you have any questions please feel free to contact the ABL Section at 803-898-5864.