## ALCOHOL AND TOBACCO CONTROL REPORTS

The Missouri Division of Alcohol and Tobacco Control (ATC) posts licensing, excise tax and brand label information on the Missouri Data Portal that will allow users to sort, filter and download information in a personalized format. NOTE: For datasets with a large number of rows, the recommended export format is the .csv format.

Information available includes active primary and secondary licenses, recent out of business licenses, new licenses issued, temporary licenses, brand labels registered with the assigned wholesaler(s) and zip code look up table for excise tax reporting by wholesaler and solicitor.

The reports can be found on ATC's website at <u>www.atc.dps.mo.gov</u> under 'Popular Links'. Clicking on the Reports link will direct you to the page containing the reports. Clicking on a specific report links will direct you to the State of Missouri Data Portal site (https://data.mo.gov). The reports are updated Monday through Friday at close of each business day.

Column headings may include the primary license number, primary license type, licensee name, dba name, street address, city, state, zip code, county, district, phone number, brand name, class, type, etc, depending on which report is chosen. From this dataset information can be filtered for user's specific needs and can be exported.

To find specific information within the report:

 On the top right hand side there is a magnifying glass with 'Find in this Dataset' where specific text may be typed in and the enter key hit. The dataset will be updated with only the records applicable to this specific text search. For example, to find active licensed distilleries, type Distillery in the search box and hit enter. NOTE: If the word distillery is not in the data set (i.e. license name, doing business as name, address, etc.) it will not be included in the final data.

To filter information within the report:

• Click on the dark blue 'Filter' button on the top right hand side to add filter conditions to narrow the search to specific information within the report. For example, the information can be filtered by district and then by county.

To export or download a copy of this dataset:

• Click on the light blue 'Export' button on the top right hand side to export the entire report. For example, this data can be downloaded to an excel spreadsheet by clicking on CSV for Excel.