DIVISION OF ALCOHOL AND TOBACCO CONTROL

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February 3, 2026

PUBLIC ADVISORY 26-01

UPCOMING LAUNCH OF THE ALCOHOL LICENSING & CASE MANAGEMENT SOLUTION (ALCMS)

We are excited to announce the Missouri Division of Alcohol and Tobacco Control will soon launch a new online system, Alcohol Licensing and Case Management Solution (ALCMS)! Within this system, users will be able to apply for a license, make payments, renew annual licenses, update current licenses, and make any necessary changes all conveniently online. Additionally, brand registration and excise tax (referred to as regulatory reporting in the new system), as well as other new and expanded content will be available. ALCMS is scheduled to launch on February 25, 2026. Below is information on several key topics to assist with the transition to ALCMS. This is a dynamic and evolving process. Please check back regularly for additional updates.

Excise Tax System Disabled

Users of the current ATC Online System for excise tax filing and payment were notified through the existing online system that public access to the excise tax portion would be disabled starting January 31, 2026, at 9:30 p.m. C.S.T. January reports that are due in February and will be filed in the new system will not have penalty or interest charges applied since reporting will open after the due date.

License Application Information

As part of the conversion process, the division's internal licensing system will be shut down at the close of business on Friday, February 13, 2026. The division will continue to receive paper applications during this interim phase, but a system-generated license will not be available until after the new ALCMS is live. If the desired effective date of your license is between February 13, 2026, and February 25, 2026, please communicate with your district office.

Brand Registration System Information

The ATC Online System for brand registration is scheduled to go offline the week of February 16, 2026. Once an exact date is known, an update will be made to this Advisory. Please note that ANY UNSUBMITTED BRAND WORK WILL BE DELETED WHEN THE SYSTEM GOES OFFLINE, so please ensure any in-progress work is submitted prior to the cutoff date.

Accessing Your Account in the New System

Access to the online system will require licensees to select one person to be the "Owner" of the account and associate to the licensee using the Owner Code. The Owner Code grants that user full access to the licensee across any module (i.e. licensing, brand, excise). While multiple users will be able to access and enter information in a licensee's account, the "Owner" of the account will be responsible for setting up permissions (access to specific modules and licenses) for other persons associated with the licensee.

It is important to note the system is setup to allow only one Owner per licensee. Other users must associate using a general Access Code and will need to have their permissions setup by the Owner once they associate to the licensee.

Access codes will be sent via email to licensees where the Sole Proprietor, Managing Officer, or Partner has an email address on file. Those without an email address will be mailed the same information.

How To/Training Resources

The vendor has created several short video tutorials covering a broad spectrum of topics and functionality within ALCMS will be available on our website. Additionally, the division will have two kiosk stations in each of the district offices for customer use if in-person assistance is needed, or computer access is otherwise unavailable.

Expectations

Transitioning from a paper licensing system is going to be a dramatic shift for customers and ATC staff alike. We recognize the many benefits of a comprehensive online system for both customers and staff - such as the ability to make electronic payments and eliminating the time and expense of snail-mailing important documents - and we are excited for this new chapter.

Simultaneously, we recognize there are going to be challenges associated with a new system. The adoption of new processes, and ongoing data cleanup will inevitably affect many existing licenses that must now be converted onto the new platform. These challenges may arise for a variety of reasons, but one common example includes instances where licensee data programmed as a mandatory field in the new platform was never collected or entered the current system. In such cases, the new system won't be able to "pull" that information over and may default in ALCMS to incorrect "dummy data." These challenges will require patience and teamwork, and we are committed to helping users navigate these issues.

While this system was crafted to mirror our existing processes, we recognize the need for ongoing change and improvement. We look forward to constructive feedback on the new system to focus our effort and available funds on enhancements that will optimize the customer experience.