

MISSOURI DEPARTMENT OF PUBLIC SAFETY

**DIVISION OF ALCOHOL AND TOBACCO CONTROL** 

APPLICATION FOR A MANUFACTURER-SOLICITOR, WHOLESALER DOMESTIC WINERY OR MICROBREWERY LICENSE

BUSINESS STRUCTURE (choose one)						
SOLE OWNER (Sole owner must sign the application.		CORPORATION	(Only the Managing C	Officer can sign applica	ation.)	
PARTNERSHIP (ALL Partners must sign the application.)			ITY COMPANY	TY COMPANY (Only the Managing Officer can sign application.)		
LIMITED LIABILITY OR CORPORATE PAR	TNERSHIP (Only the M	Managing Officer can sign applic	cation.)			
BUSINESS INFORMATION						
LEGAL NAME OF ENTITY (MUST CORRESPOND WITH TTB PERMIT)						
,						
DOING BUSINESS AS / TRADE NAME			BUSINESS	STELEPHONE NUMB	ER	
PHYSICAL LOCATION OF BUSINESS (STREET ADDRESS)			COUNTY (	IF LOCATED IN MISS	SOURI)	
CITY, STATE, ZIP CODE						
MAILING ADDRESS (IF DIFFERENT FROM ABOVE)						
LICENSE OPTIONS (choose one)						
The undersigned hereby makes application for a pe	ermit to sell to duly	/ licensed wholesaler	s and to solicit	orders for the	sale of:	
Manufacturer-Solicitor, all kinds (LMS)	Whol	lesaler-Solicitor, all k	inds (LWS)			
Manufacturer-Solicitor, 22% alcohol or less	(22MS) Whol	lesaler-Solicitor, 22%	alcohol or less	s (22WS)	Domestic Winery	
5% Manufacturer-Solicitor, malt liquor (5MS	) 5% W	Vholesaler-Solicitor, ı	malt liquor (5W	S)	Microbrewery	
EFFECTIVE DATE (IF BLANK, AS SOON AS POSSIBLE)	INDICA	TE IF LICENSE IS TO BE:	MALLED	DIOVED HE	NIN IEEEEDOON OITY	
PICKED UP IN JEFFERSON CITY  PARTNERSHIPS → CONTINUE ON PAGE 2 (other business structures continue below)						
	ITINUE ON P	AGE 2 (other bus	siness structur	res continue b	elow)	
OWNERSHIP & ASSOCIATES						
Based on the business structure selected above, cl		INT OF CONTACT le box below and con	nplete the inforr	nation for that	person:	
	• • •				•	
		ation, LLC, LLP or Cor				
LAST NAME	FIRST NAME		MIDDLE INITIAL	DATE OF	BIRTH	
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TELEPHONE NUMBER E-MAIL A	DDRESS					
SOLE OWNER → CONTINUE ON	PAGE 4	<b>MANAGING O</b>	FFICER →	CONTINU	E ON PAGE 3	
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SOLE OWNER $\rightarrow$ SKIP	TO PAGE 4	4   MANA	GING OFFICER -	→ SKIP TO PAGE 3
<b>OWNERSHIP &amp; ASSOCIATES (continu</b>				
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OWNERSHIP & ASSOCI	ATES (continued) HAREHOLDER - ME	MRER	OFFICER/DIRE	CTOR/TE	шетн	E INFORMAT	ION		
3	one (1) entity per						ION		
STATE THE LEGAL NAME OF THE ENT						HIS ENTITY PUBLICE	Y TRAD	ED OR A PRIVATE	EQUITY FUND?
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*POSITION = OFFICER, D	IRECTOR, TRUSTEE, I	ИЕМВЕ	R, SHAREHOLDE	R (If an	officer A	AND member/s	hareh	older, enter '	OFFICER')
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ā	JESTIONNAIRE	
1	If additional space is needed for a response, attach a separate sheet of paper.  All areas where liquor will be sold or stored MUST be listed on the license as part of the legal description. Describe the area(s) which need to be licensed at this location, including number of floors, detached spaces, etc.	
2	Is there an existing Missouri license at this location?  If YES, state the name of that business and/or provide the license number.	
3	<ul><li>a. Specify if the applicant owns, rents or leases the premises to be licensed:</li><li>b. If the applicant rents or leases the premises, enter landlord's name and address:</li></ul>	
	c. Does the landlord or previous owner have any interest, directly or indirectly, in the business?  YES NO If YES, explain:	
4	Did the applicant purchase the business?   a. Give the name of the former owner from whom it was purchased:  b. State the amount paid for the business:  c. State in detail the terms and manner of payment:	
5	List names and legal residences of all stockholders, officers, and directors and persons owning or controlling, legally or beneficially, any stock or financial interest in the applicant, who are not qualified legal voters and taxpaying citizens of the State of Missouri and who have not been bona fide residents of the State of Missouri for a period of three years continuously immediately prior to the date of filing of the application.	
6	Is there any person, firm, corporation or other entity holding any mortgage or encumbrance of any kind against the business for which the license is sought?  YES NO If YES, state their name, address, amount of the mortgage or encumbrance, and terms of payment:	his
7	Is there any person, firm, corporation or other entity, other than those listed within this application, who has or will advance, loan or otherwise make available any money for the applicant to purchase or operate the business for which this license is sought?  YES NO If YES, state their name and explain the terms:	
8	Does the applicant or any of its officers, directors, members, shareholders, or any other person holding or expecting to hold any financial interest in the business, have or will have any interest in a licensed retailer or wholesaler operating in the State of Missouri?  YES NO If YES, state their name and the nature of such interest:	al
9	Is there any retail liquor license business that you, or any employee, officer, director or agent thereof, who will, directly or indirectly, loan, give away, or furnish equipment, money, credit, or property of any kind to the retail liquor dealer except what is permitted by the Regulations of the Supervisor of Alcohol and Tobacco Control?	
10	Is there any person, firm, corporation or other entity, other than those listed within this application, who has or will have a direct or indirect financial investment or interest (including immediate family members) in the business for which the applicant seeks a license?  YES NO If YES, state their name and the nature of such interest:	∍ct
11	Does the applicant, either directly or indirectly, have actual or legal control over any other entity, whether such control is affected throug stock ownership or in any other manner? YESNO  If YES, state the name and address of each such entity and explain extent and manner of such control:	<u>—</u> jh
12	State the name and address of the bank(s) or other financial institution(s) in which the applicant will maintain the financial accounts for the business.	

QI	UESTIONNAIRE (continued)
	If additional space is needed for a response, attach a separate sheet of paper.
13	If applying as a Sole Proprietor or General Partnership, skip to question 13. If applying as a corporation or other legal entity, is the managing officer listed in this application an individual in the corporation's or other entity's employ, either as an officer or an employee with the general control and superintendence of the licensed premises, or as an agent, capable of representing and binding the corporation or other entity during all interactions or proceedings with the supervisor or a designated representative dealing with the Liquor Control Law?
	YES NO
14	Has anyone listed within this application ever applied for a license on behalf of themselves or another party which was denied, or had financial interest in a license that was revoked by the Supervisor of Alcohol and Tobacco Control, or by the licensing authority of any other state, county, or city?  [NO If YES, provide details:
15	otherwise disciplined by the Supervisor of Alcohol and Tobacco Control, or by the licensing authority of any other state, county, or city?
	YES NO If YES, provide details:
16	Is there now employed or will the applicant employ in the business sought to be licensed, any person who has 1) had interest in a license or been employed by a licensee whose license was revoked by the Supervisor of Alcohol and Tobacco Control within the last five (5) years, or 2) been convicted of a provision related to the manufacture or sale of intoxicating liquor?  YES NO If YES, provide details:
17	Has anyone listed within this application, or any other person or entity with a direct or indirect financial interest in the business, ever been charged with, indicted for, pled guilty to, convicted of, or received a suspended imposition for a violation of any Federal law, law of the
	State of Missouri or any other state or country, or entered and/or been present in the United States in violation of Federal immigration laws?
	YES NO If YES, provide details:
18	Has anyone listed within this application, or any other person with a direct or indirect financial interest in the business, been charged with, pled guilty to or been convicted of violating any city or county ordinance relating to intoxicating liquor, gambling, immorality, fighting, peace disturbance, narcotics, or similar concern?
	YES NO If YES, provide details:
19	Has any entity of which any person listed within this application is/was managing officer, shareholder, director, officer or member ever been charged with, indicted for, received a suspended imposition of sentence for, pled guilty to, or been convicted of a violation of any Federal law, law of the State of Missouri or of any other state or country?
	YES NO If YES, provide details:
20	Is this application being made by the applicant as a subterfuge to permit any person or entity other than the applicant to secure a license from the Supervisor of Alcohol and Tobacco Control, in your name, for their benefit?
	YES NO If YES, provide details:
ΑC	CKNOWLEDGEMENTS & AFFIRMATIONS
	THE MANAGING OFFICER MUST REVIEW EACH SECTION BELOW AND INITIAL ON THE LINE PROVIDED TO ACKNOWLEDGE AND AFFIRM THAT THEY HAVE READ AND UNDERSTAND EACH SECTION.
	The applicant understands that upon issuance of the liquor license, the licensee must utilize the ATC Online System (instructions for accessing the system will be sent with the license). All products sold in Missouri must be registered prior to soliciting sales for such products. Licensees are required to submit monthly excise reports through the ATC Online System regardless of sales.
	The applicant understands that false answers are grounds for denial of a license.
	The applicant understands that if any statements or answers made herein are untrue and the license herein applied for is granted, such license may be revoked, suspended, fined, placed on probation or otherwise disciplined by the Supervisor of Alcohol and Tobacco Control.
	You are required to report any change of fact contained herein to the Division of Alcohol and Tobacco Control in writing within fifteen (15) days

THE MANAGING OFFICE ACKNOWLEDGE				AND INITIAL ON THE L D UNDERSTAND EACH	
(INITIAL) 311, RSMo, and the Foundation conform thereto will supervisor of Alcohol	Rules and Regul ubject its license agrees to allow and Tobacco C s to examine and	ations of the e to suspens inspections ontrol, and a d secure cop	Supervisor of Alco ion, revocation, find made in accordand authorizes the Supe pies of any and all b	e, probation or other disc ce with the Rules and Re ervisor of Alcohol and To ousiness records or docu	ol, and that failure to cipline by the Supervisor.
(INITIAL) and secure copies of	any and all finar notes and loan d	ncial records ocuments, c	, including without leposit and withdra	wal records, and escrow	s, checking and savings
	of the owner, al	l partners, th	ne managing office	ntrol or his/her duly appoi r, all officers, and stockh	inted agents to conduct a olders or members
https://atc.dps.mo.go Wineries (available a for Microbreweries (	v/documents/for t https://atc.dps. (available at http (holesaler-Solic	ms/MO_829 mo.gov/doc s://atc.dps.n <b>itors</b> (availa	-A0076.pdf) <u>OR</u> <b>CI</b> uments/forms/MO_ no.gov/documents/ ible at https://atc.dp	forms/MO_829-A0106.p ps.mo.gov/documents/fo	ts for Domestic ecklist of Requirements
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GNATURE OF SOLE OWNER, MANAGING OFFI	CER, OR PARTNER	DATE	SIGNATURE OF PART	TNER	DATE
GNATURE OF PARTNER		DATE	SIGNATURE OF PART	INER	DATE
NOTARY INFORMATION OTARY PUBLIC EMBOSSER OR BLACK INK UBBER STAMP	STATE OF			COUNTY (OR CITY OF ST. LOUIS	5)
	SUBSCRIBED AND SV	WORN BEFORE ME	E, THIS	USE RUBBER STAMP	IN CLEAR AREA BELOW.
	DAY	OF	YEAR		
	NOTARY PUBLIC SIG	NATURE	MY COMMISSION EXPIRES		
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OR OFFICE USE ONLY - DO	NOT WRITE IN	ADEA BEL	OW		
Based on the information contain Alcohol and Tobacco Control are	ined herein, the	undersigned	forward this application be a	pproved and the license	
GENT			DISTRICT SUPERVISO	OR	
TATE SUPERVISOR					

**ACKNOWLEDGEMENTS & AFFIRMATIONS (continued)** 



## PROCEDURE APPLYING FOR A DOMESTIC WINERY LICENSE (pursuant to Section 311.190 RSMo)

## ALLOW 10 – 21 DAYS FOR PROCESSING

- 1. APPLICATION FOR DOMESTIC WINE Completed and notarized.
- LICENSE FEE Money Order or Cashier's Check made payable to the Director of Revenue, State of
  Missouri, in the amount of \$5.00 for each 500 gallons of wine to be produced, not to exceed
  \$300.00 (maximum production is 500,000 gallons).
- 3. NATURALIZATION CERTIFICATE OR PASSPORT If the sole owner, any partner, or the managing officer of an entity was born outside the U.S., a copy of that individual's naturalization certificate or valid U.S. Passport is required.
- 4. CRIMINAL RECORD CHECK A criminal record check dated within six (6) months of the date of application, which includes the 1) individual's full name and any commonly used aliases, 2) date of birth, and 3) social security number. Record checks are required for the 1) sole owner, all partners, or the managing officer (based on the business structure), 2) each officer/director for the applicant entity (regardless of ownership percentage), and 3) each shareholder, member or person owning, legally or beneficially, directly or indirectly, ten percent or more of the stock or interest in the business.
  - ➤ Missouri Residents: Submission of a criminal record check issued by the Missouri State Highway Patrol Criminal Records Division. Missouri record checks can be obtained online or by mail using this link to access the Criminal Record Check Form. https://www.machs.mo.gov/MACHSFP/home.html
  - Non-Missouri Residents: A criminal record check issued from the individual's state in which they reside. <a href="mailto:criminal-record-resources.pdf">criminal-record-resources.pdf</a> (mo.gov)
- 5. MISSOURI RETAIL SALES TAX LICENSE From the Missouri Department of Revenue, (573) 751-5860, listing the proper legal name of the applicant (sole proprietor, partnership, or entity) applying for the license, the Doing Business As (DBA) or trade name\*, and the correct physical address of the business. If you are in a particular unit(s) or suite(s), this should be listed as part of the address on the sales tax license. *Note:* RSMo. 417.200 requires that every name under which any person shall do or transact any business in this state, other than the true name of such person, is considered a fictitious name, and it shall be unlawful to engage in or transact any business under a fictitious name without first registering it with the secretary of state. *Additionally, 11 CSR 70-2.140(23) requires that the DBA or trade name used on exterior signage or advertising to be accurately reflected on the state liquor license.*
- 6. CERTIFICATE OF NO TAX DUE From the Missouri Department of Revenue; <u>must</u> be dated within 90 days <u>and</u> addressed "To Supervisor of Liquor Control." **Required regardless of exemption status.** Can be obtained <u>online</u> with the Tax ID and PIN, or by phone at (573) 751-9268.

MO 829-A0107 Revised: 07/12/2024 Page 1 of 3



- 7. TAX RECEIPT Copy of the paid personal property tax or real estate tax receipt for the preceding year of the sole owner (sole proprietor), all partners (partnership), or the managing officer (LLC or corporations). A waiver of non-assessment will be accepted in lieu of the paid receipt if taxes were not owed the preceding year.
- 8. VOTER REGISTRATION Proof of voter registration (ex. copy of voter registration card, letter, etc.) or printout from the Missouri Secretary of State's voter verification website of the sole owner (sole proprietor), all partners (partnership), or the managing officer (LLC or corporations).
- 9. PHOTO(S) Gray-scale or black and white computer printouts are acceptable so long as features are clear.
  - a. Recent photograph of the sole owner, each partner, or the managing officer (depending on the business structure) without a hat or sunglasses.
  - b. Recent photograph of the front of the building to be licensed and any detached storage areas.
- 10. COPY OF SIGNED LEASE, DEED OR RENTAL AGREEMENT Must show the correct legal name of the applicant (as listed on the Missouri Retail Sales Tax License and Certificate of Good Standing, if applicable) and the physical address of the building or legal description of the property to be licensed. Applicants who own the real estate property under a separate legal entity and lease to the applicant entity must provide a copy of both the lease and deed for said property.
- 11. CERTIFICATE OF GOOD STANDING From the Secretary of State or applicable state authority, dated within 90 days for the applicant organization. Not applicable to sole proprietors or general partnerships. Entities applying within 90 days of forming the entity may submit the Articles of Organization certificate in lieu of a Certificate of Good Standing. Required for the applicant entity and all legal entities owning or controlling ten percent or more of the stock or interest in the business.
- 12. COPY FEDERAL PERMIT From TTB (Alcohol Tax & Trade Bureau).
  - a. A federal manufacturer permit or Brewer's Notice is acceptable for wholesalers distributing product which they produce or manufacture (requires a state manufacturer license under the same legal name, or an application for such submitted in conjunction with the wholesaler application).
  - b. A federal wholesaler permit is required for applicants intending to wholesale products which they import or otherwise do not manufacture or produce.

MO 829-A0107 Revised: 07/12/2024 Page 2 of 3



## **CHECKLIST OF REQUIREMENTS FOR DOMESTIC WINERIES**

- 13. TAX BOND A Corporate Bond <u>form</u> properly executed by a bonding company and signed by the sole owner, all partners, or managing officer; or, an Assignment of Certificate of Deposit <u>form</u> properly executed by your banking institution and with the notarized signatures of the sole owner, all partners, or managing officer. The initial amount shall be \$1,000.00.
- **14**. HEALTH INSPECTION Copy of completed state health inspection.
- 15. NOTICE OF INTENT TO SELL/PURCHASE Required only if the applicant is purchasing an existing licensed business where the sale/closing is pending at the time of application. Please note a signed purchase agreement is required to be submitted with this form.
- 16. SITE VISIT Contact the local district (see the district service areas under the "Return Documents To" section) to set up a pre-licensure site visit.

## **RETURN DOCUMENTS TO:**

District I – Kansas City	District II – Jefferson City	District III – St. Louis	District V – Springfield
Division of Alcohol & Tobacco Control 8800 E. 63 <sup>rd</sup> Street, Ste. 180 Raytown, MO 64133	Division of Alcohol & Tobacco Control 1738 E. Elm St. – Lower Level Jefferson City, MO 65101	Division of Alcohol & Tobacco Control 7545 S. Lindbergh Blvd., Ste. 150 St. Louis, MO 63125	Division of Alcohol & Tobacco Control 505 B East Walnut St. – (Lower Level) Springfield, MO 65806
(816) 743-8888	(573) 526-4026	(314) 416-6280	(417) 895-5004
Servicing: Andrew, Atchison, Bates, Benton, Buchanan, Caldwell, Carroll, Cass, Clay, Clinton, Daviess, DeKalb, Gentry, Grundy, Harrison, Henry, Holt, Jackson, Johnson, Lafayette, Livingston, Mercer, Nodaway, Pettis, Platte, Ray, Saline, Vernon, Worth	Servicing: Adair, Audrain, Boone, Callaway, Camden, Chariton, Clark, Cole, Cooper, Crawford, Franklin, Gasconade, Howard, Knox, Lewis,Linn, Macon, Maries, Marion, Miller, Moniteau, Monroe, Montgomery, Morgan, Osage, Pike, Putnam, Ralls, Randolph, Schuyler, Scotland, Shelby, Sullivan, Warren, Washington	Servicing: Bollinger, Butler, Cape Girardeau, Dunklin, Jefferson, Lincoln, Madison, Mississippi, New Madrid, Pemiscot, Perry, Scott, St. Charles, St. Francois, St. Louis City, St. Louis Co., Ste. Genevieve, Stoddard, Wayne	Servicing: Barry, Barton, Carter, Cedar, Christian, Dade, Dallas, Dent, Douglas, Greene, Hickory, Howell, Iron, Jasper, Laclede, Lawrence, McDonald, Newton, Oregon, Ozark, Phelps, Polk, Pulaski, St. Clair, Reynolds, Ripley, Shannon, Stone, Taney, Texas, Webster, Wright

MO 829-A0107 Revised: 07/12/2024 Page 3 of 3