



Missouri Department of Public Safety
Division of Alcohol and Tobacco Control

**CHECKLIST OF REQUIREMENTS FOR ADDING A CENTRAL WAREHOUSE
PERMISSION**

**PROCEDURE FOR ADDING A CENTRAL WAREHOUSE PERMISSION IN ACCORDANCE
WITH 11 CSR 70-2.230.**

ALLOW 10 – 21 DAYS FOR PROCESSING

1. STATEMENT OF CHANGE: Written statement including:
 - a. License number and premise address being designated as the central warehouse;
 - b. License number and county of each licensed premises intended to be serviced by the designated central warehouse;
 - c. Signed by the managing officer, owner (if sole proprietorship), or all partners (if a general partnership) requesting to add a Central Warehouse Permission to a particular license;
2. A separate request must be submitted for each store that may serve as a Central Warehouse.

SPECIAL REQUIREMENTS:

3. Each of the licenses included to be serviced by the Central Warehouse must be under the same legal entity applying for the Central Warehouse permission;
4. Each of the licenses included to be serviced by the Central Warehouse must be in the same county, or in an adjoining and contiguous county to that of the Central Warehouse.

LIMITATIONS:

5. Malt liquor cannot be transferred from the central warehouse to another licensed premises unless that licensed premises is in the same designated geographic area of the wholesaler from whom the malt liquor was purchased. The City of St. Louis is deemed to be a county for the purposes of the regulation.



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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 rd Street, Ste. 180 Raytown, MO 64133 (816) 743-8888	Division of Alcohol & Tobacco Control 1738 E. Elm St. – Lower Level Jefferson City, MO 65101 (573) 526-4026	Division of Alcohol & Tobacco Control 7545 S. Lindbergh Blvd., Ste. 150 St. Louis, MO 63125 (314) 416-6280	Division of Alcohol & Tobacco Control 505 B East Walnut St. – (Lower Level) Springfield, MO 65806 (417) 895-5004
Servicing (Missouri): 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 (Missouri): 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 (Missouri): 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 (Missouri): 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
Non-Missouri: Applicants with a legal name beginning with DIGITS or the letter A through F (exclude the word "The" when determining which district to submit to).	Non-Missouri: Applicants with a legal name beginning with the letter G through O (exclude the word "The" when determining which district to submit to).	Non-Missouri: Applicants with a legal name beginning with the letter P through Q (exclude the word "The" when determining which district to submit to).	Non-Missouri: Applicants with a legal name beginning with the letter R through Z (exclude the word "The" when determining which district to submit to).