

IN-STATE DELIVERY PERMIT INSTRUCTIONS



- An In-State Delivery Permit may be issued at no additional cost to licensees currently holding the following types of licenses:

RETAIL LICENSES

Beer Off Premises	Wine and Beer Off Premises
Beer Off and Keg Permit	Wine and Beer Off Premises and Keg Permit
Beer On and Off Premises	Wine and Beer On and Off Premises
Beer On and Off Premises and Keg Permit	Wine and Beer On and Off Premises and Keg Permit

COMPLIANCE/INDUSTRY LICENSES

Farm Winery Class A	Brewery Retail Off
Farm Winery Class B	Brewery Retail Off and Keg
Retail Off Premises Winery	

- For off-premises retailers, who are not breweries, wineries, or farm wineries, the permit authorizes the delivery of any brands of beer, wine, and farm wine, which the licensee is authorized to sell, in closed containers to consumers within the Commonwealth for personal consumption.
- For breweries, wineries, or farm wineries, the permit authorizes the delivery of the brands of beer, wine, and farm wine produced by the same brewery, winery or farm winery in closed containers to consumers within the Commonwealth for personal consumption.
- **How to apply:**
 - Type or print the information requested below legibly with **black ink**.
 - **Read the "In-State Delivery Permit General Information & Requirements," (Page 2) to understand the responsibilities and requirements of the delivery permit privilege.**
 - **Only** an owner of the business; a partner, if the business is a partnership; a member of a limited liability company; or an officer of a corporation, if the business is a corporation, is authorized to sign this application.
 - There is no additional cost for adding the delivery permit privilege to your current license.
 - A **separate** application is required for each license to which a delivery permit will be added.
 - Mail or deliver the completed form to:

Department of Alcoholic Beverage Control
License Records Management
2901 Hermitage Rd PO Box 27491
Richmond VA 23261-7491

IN-STATE DELIVERY PERMIT APPLICATION

ABC License No. _____ Current License Privilege _____

Owner Name _____

If Sole Proprietor – Enter First, Middle, and Last Name. If General Partnership – Enter Partners' Names or Name of Partnership.
If LP, LLP, LLC, Corporation, – Enter Name as Recorded with State Corporation Commission.
If Tax-Exempt Private Club, Association – Enter Name

Trade Name _____

Street Address _____

City _____ State _____ Zip _____

Federal Tax ID # _____ Telephone No _____ Fax No. _____

Print Name _____ Title _____

Signature _____ Date _____