



# COMMONWEALTH of VIRGINIA

## *Department of Alcoholic Beverage Control*

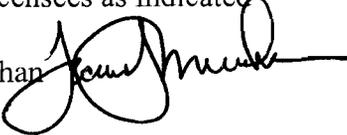
COMMISSIONERS  
SUSAN R. SWECKER, CHAIR  
PAMELA O'BERRY EVANS  
ESTHER H. VASSAR

2901 HERMITAGE ROAD  
P.O. BOX 27491  
RICHMOND, VIRGINIA 23261  
(804) 213-4400  
FAX (804) 213-4411  
TDD LOCAL (804) 213-4687

CHIEF OPERATING OFFICER/SECRETARY TO THE BOARD  
W. CURTIS COLEBURN, III

### CIRCULAR LETTER 07-04

TO: Off Premises Licensees as Indicated

FROM: Francis J. Monahan   
Director  
Bureau of Law Enforcement

SUBJECT: **IN-STATE DELIVERY PERMIT**

DATE: July 1, 2007

Effective July 1, 2007, compliance licensees holding the following privilege types may apply to the Board *at no cost* to add a delivery permit privilege to their existing license(s).

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

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. Deliveries must be performed by the owner or any agent, officer, director, shareholder or employee of the delivery permittee and are limited to no more than four cases at any one time; however, the permittee may deliver more than four cases if ABC's Tax Management office is notified in writing at least one business day before the delivery.

Complete an application for each license to which you would like the delivery permit privilege added. After July 1, 2007, the application and additional monthly report filing instructions may be found on our website at [www.abc.virginia.gov](http://www.abc.virginia.gov). Click on Licensee Resources and then Forms & Reports. Make sure to read over Page 2 of the application, "In-State Delivery Permit General Information & Requirements," 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 the delivery permit application.

Contact your assigned compliance agent, whose regional telephone number appears on the left side of your license, if you need further assistance. ABC's Tax Management section will be handling monthly report collection and may be reached at (804) 213-4555. The License Records Management section will be handling the application(s) to add the permit to your current license and may be reached at (804) 213-4577.