

## Frequently Asked Questions

### What is the cost for obtaining an alcohol permit?

<b>Permit type</b>	<b>2017</b>
Brewer	\$2,000
Small Brewer	\$500
Beer Wholesaler	\$4,000
Beer Retailer - restaurant	\$500
Beer retailer - dining car	\$500
Beer retailer - boat	\$500
Beer Dealer - grocery	\$500
Beer retailer - race track	\$500
Beer & wine retailer - race track	\$750
Beer & wine retailer - boat	\$500
Beer retailer - social club	\$500
Beer retailer - fraternal club	\$250
Beer retailer - stadium municipal	\$500
Beer retailer - seasonal resort hotel	\$500
Beer & wine retailer - restaurant	\$750
Beer & wine retailer - social club	\$750
Beer & wine retailer - dining car	\$500
Beer, wine, & Liquor retailer - boat	\$500
Beer & wine retailer - fraternal club	\$250
Beer & wine retailer - resort hotel	\$750
Beer & wine dealer	\$750
Beer & wine temporary	\$50
Distiller	\$2,000
Rectifier	\$2,000
Liquor wholesaler	\$4,000
Farm winery brandy distiller	\$250
Beer, wine & liquor dealer - drug store	\$1,000
Beer, wine & liquor dealer - package store	\$1,000
Beer, wine, & liquor retailer - 209	\$1,000
Beer, wine & liquor retailer - 210	\$1,000
Beer, wine, & liquor retailer - 210-1	\$1,000
Beer, wine & liquor retailer - social club	\$1,000
Beer, wine & liquor retailer - fraternal club	\$250
Beer, wine & liquor retailer - resort hotel	\$1,000

Beer, wine & liquor retailer - dining car	\$1,000
Beer, wine & liquor retailer - hotel	\$1,000
Beer, wine & liquor retailer - economic redevelopment	\$1,000
Beer, wine & liquor retailer - economic redevelopment	\$1,350
Beer, wine & liquor retailer - civic center	\$1,000
Beer, wine & liquor retailer - Airport	\$1,000
Beer, wine & liquor retailer - Riverfront	\$1,000
Beer, wine & liquor retailer - Excursion boat	\$1,000
Beer, wine & liquor retailer - Horse track	\$4,000
Beer, wine & liquor retailer - satellite facility	\$2,000
Beer, wine & liquor retailer - gaming boat	\$20,000
Beer, wine & liquor retailer - Gaming boat adjacent landsite	\$2,000
Beer, wine & liquor retailer - Indiana State Fairgrounds	\$0
Beer, wine & liquor retailer - Gaming site permit	\$25,000
Beer, wine & liquor retailer - catering hall	\$1,000
Beer, wine & liquor retailer - historic district	\$6,000 initial license fee, \$1,000 renewal fee
Beer, wine & liquor retailer - lakefront	\$1,000
Beer, wine & liquor retailer - Hamilton and Boone	\$40,000 initial license fee, \$1,000 renewal fee
Restricted employee permit	\$30
Employee permit	\$45
Volunteer permit	\$15
Wine vintner	\$2,000
Wine Wholesaler	\$4,000
Wine retailer	\$500
Farm winery	\$500
Farm winery satellite dealer	\$0
Micro wine wholesaler	\$100
Wine bottler	\$2,000

Direct wine seller	\$100-\$500 (based on number of liters of wine direct shipped)
Beer primary source	\$0
Wine primary source	\$0
Liquor primary source	\$0
Malt manufacturer	\$2,000
Malt wholesaler	\$2,000
Malt dealer	\$5
Gaming retailer	Initial fee \$250; renewal fee \$100-\$1000 (based on adjusted gross revenue)
Gaming distributor	\$1,000
Gaming manufacturer	\$1,500
Tobacco retailer	\$200 (three year permit)
E-liquid manufacturer	\$1,000 (initial fee, five years), \$500 (renewal fee, five years)
Transfer fee	\$250
Supplemental catering	\$150
Carrier fee	\$5
Salesman	\$20
Extension fees	\$200
Supplemental retailer permit	
Reissue fee	\$10

**How can I obtain a temporary, one-day event permit?**

In order to obtain a temporary beer and wine permit, the applicant must complete Temporary Beer and Wine Permit Application located on the [ATC's Form Page](#). The completed application must be submitted to the local Excise office at least five days prior to the event. In order to receive a temporary permit, you must submit a completed application containing all required signatures, a floor plan on the application or attached on 8.5"x11" paper and the fee, which is \$50 per day.

If the event is within the next five days, you may elect to seek the services of a licensed supplemental caterer. Please note that a temporary permit is good for beer and wine only – not liquor. If you would like to have liquor at your event, you must have a licensed alcoholic beverage caterer. Temporary permits are valid for on-premises consumption only. Carry-out sales are not permitted and persons are not allowed to bring alcoholic beverages into a function with a temporary permit.

**How can I check quota for the jurisdiction where I want to obtain a permit?**

The list of ATC permit processors by county can be found [here](#). It should be noted that the ATC cannot issue alcohol permits until the entire process is complete, all required documentation is submitted and the Commission approves the permit. The ATC cannot work around opening dates or events scheduled before a permit is issued, and the ATC recommends applying for a permit at least 90 days prior to the date you intend to open.

### **I own a salon and would like to provide wine to my customers. How can I go about doing that?**

In order to serve alcohol, you must obtain a permit through the Indiana Alcohol and Tobacco Commission. You will need to obtain a restaurant permit through the ATC. The application can be found on our [Forms](#) page. It is titled "New or Transfer Permit." Permit premises where alcoholic beverages are consumed by the drink are required to have food service available at all times, for at least twenty five (25) persons and shall have accommodations at which at least twenty five (25) persons may be served at one (1) time. Minimum food service required consists of hot soups, hot sandwiches, coffee, milk and soft drinks.

### **How long does the application process take?**

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### **How do I renew my employee permit online when my application has expired?**

Please follow the steps below to renew your employee permit online:

1. [Click here](#) to register. In order to register, you must have a valid email address. Your username and password will be sent to that email address.
2. Return to [ATC Online Services](#) and choose "First Time Applicant" or "Renewal" and log in using the username and password that was emailed to you.
3. You must use Internet Explorer. Please note that the system is not set up for mobile or tablet devices.
4. Make sure that the receipt is printed for working purposes. NOTE: Print your receipt before you leave the system.
5. Should you be passed the 120-day renewal period, then you will need to reinstate your permit.

### **How can I check the status of my employee permit?**

Please follow the steps below to check on the status of your employee permit:

1. Log on to [www.in.gov/atc](http://www.in.gov/atc).
2. Stay on the homepage and scroll down to the bottom. Under "Online Services," click on "Alcohol License Search" and type in the information required.

### **I lost my registration code. How can I retrieve it?**

Unfortunately, the ATC has no way of looking up a registration code.

**I have a driving record obtained from a third party company. Will that suffice for my employee permit?**

In order to obtain an employee permit, an applicant must provide their certified or abstract driving records from the state's Bureau of Motor Vehicles. Third party companies receive their information from the state's respective motor vehicle administrator, so the Indiana Alcohol and Tobacco Commission will accept driving records obtained by third party companies in order to obtain an employee permit.