



2020 Limited Permanent Outdoor Service Area Permission Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s):		
Address:		
City:	Zip Code:	
Contact Name:	Phone:	Email:

An outdoor service area approved by the Commission is part of the licensed premises and the licensee must comply with all requirements of the Michigan Liquor Control Code and administrative rules in relation to the approved outdoor service area.

Part 2 - 2020 Limited Permanent Outdoor Service Area Information

During the ongoing Coronavirus (Covid-19) pandemic, an on-premises retailer licensee or manufacturer licensee with an On-Premises Tasting Room Permit or Off-Premises Tasting Room license may apply for a limited permanent outdoor service area that meets the following conditions:

- **The outdoor service area cannot be utilized until places of public accommodation are allowed to reopen for service of alcohol to customers for consumption on the premises under a future Executive Order.**
- **The outdoor service area must comply with reduced occupancy and social distancing requirements under Executive Orders, local county health department orders, and local ordinances related to the Coronavirus (Covid-19) pandemic.**
- **If the outdoor area will be located on municipal property, such as a city sidewalk, the licensee must submit written approval from the local governmental unit authorizing the use of the municipal property.**
- The limited permanent outdoor service permission will be valid throughout the spring, summer, and fall season, expiring on October 31, 2020.
- The outdoor service area must be in the same local governmental unit as the licensed premises.
- The outdoor service area must be no more than 25 feet from the licensed premises.
- The outdoor service area must not be separated from the license premises by a public street or road.
- The outdoor service area must not exceed 20,000 square feet in total space.
- The outdoor service area is not located on a balcony or rooftop.

For an outdoor service area that does not meet the criteria above or if you wish to enlarge an existing outdoor service area, please use the [Outdoor Service Permanent Permission Application \(LCC-204\)](#) for a regular permanent outdoor service area.

Part 3 - Outdoor Service Area Measurements - Measurements Must Be Exact

1. Is the proposed outdoor service area directly adjacent to the licensed premises? Yes No

If **No**, how many feet is the proposed outdoor service area from the licensed premises? *The distance cannot be more than 25 feet from the licensed premises.*

If **No** and you hold a Class C or B-Hotel license, an Additional Bar will be required for use in the outdoor service area. If you do not have an available Additional Bar to be used in the outdoor service area, you must apply for one separately using the [New Additional Bar Application \(LCC-115\)](#) and pay the appropriate permit fees.
(A-Hotel, Tavern, Club, On-Premises Tasting Room Permit, and Off-Premises Tasting Room licenses do not require an Additional Bar.)

2. What are the dimensions of the proposed outdoor service area? *The area cannot exceed 20,000 square feet in total space.*

Width: X Length: = Square Footage:

If the proposed outdoor service area is irregularly shaped, indicate its dimensions at its widest points. The diagram must include detailed measurements of the entire perimeter of the proposed outdoor service area.

Part 4 - Diagram of Outdoor Service Area

Attach a scaled diagram showing the measurements of the area proposed for outdoor service. On the diagram, clearly show the current licensed establishment, the area proposed for the outdoor service area, and any intervening property. Measurements must be exact and not be estimated. Show the entrance and exit points of the area on the diagram, as well as the type and height of barrier(s).

Failure to provide accurate measurements of your area will delay your application. It is the licensee's responsibility to provide accurate dimensions of the outdoor service area to ensure timely processing of this request.

Part 5 - Control of the Outdoor Service Area

1. Describe the type and height of the barrier that will be used to clearly delineate the outdoor service area and how the outdoor service area will be well-defined and clearly marked (requirements by the local unit of government should be followed):

- **Submit supporting documentation to show that the licensee owns or has control of the area proposed for outdoor service. (e.g. lease agreement, deed, etc.).**

- OR -

- **If the outdoor area will be located on municipal property, such as a city sidewalk, submit written approval from the local governmental unit authorizing the use of the municipal property.**

2. Explain how the proposed outdoor service area will be secured and monitored to prevent sales of alcohol to minors and visibly intoxicated persons **AND** how alcohol will be prevented from being removed from the proposed outdoor service area by customers:

Part 6 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this permit by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using its license for the sale of alcoholic liquor on the licensed premises. An outdoor service area approved by the Commission is part of the licensed premises and the licensee must comply with all requirements of the Michigan Liquor Control Code and administrative rules in relation to the approved outdoor service area.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

By checking this box, I attest that the proposed 2020 limited permanent outdoor service area will comply with the following requirements:

- **The outdoor service area cannot be utilized until places of public accommodation are allowed to reopen for service of alcohol to customers for consumption on the premises under a future Executive Order.**
- **The outdoor service area will comply with reduced occupancy and social distancing requirements under Executive Orders, local county health department orders, and local ordinances related to the Coronavirus (Covid-19) pandemic.**
- If the outdoor area will be located on municipal property, such as a city sidewalk, I have submitted written approval from the local governmental unit authorizing the use of the municipal property with this application.
- The outdoor service permission will be valid only during the spring, summer, and fall seasons, expiring on October 31, 2020.
- The outdoor service area is in the same local governmental unit as the licensed premises.
- The outdoor service area is no more than 25 feet from the licensed premises.
- The outdoor service area is not separated from the license premises by a public street or road.
- The outdoor service area does not exceed 20,000 square feet in total space.
- The outdoor service area is not located on a balcony or rooftop.
- If approved, the licensee must post the Commission's approval order next to its license on the licensed premises.

Name of Licensee & Title

Signature of Licensee

Date

Please return this completed form along with corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Email: MLCCRecords@michigan.gov

Fax to: 517-763-0059



Social District Permit Information



Local Governmental Approval Required Before You Apply

The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

The commons area is not considered part of any licensee's licensed premises. Nevertheless, a licensee that has been issued a Social District Permit must make every effort to ensure that it does not sell alcoholic liquor to a minor or intoxicated person.

Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor. A licensee shall not allow alcoholic liquor purchased from another licensee to be brought onto its licensed premises.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name:		
Address:		
City:	State:	Zip Code:
Contact Name:	Phone:	Email:

Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <input type="checkbox"/> Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	TOTAL DUE: <div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> Make checks payable to State of Michigan

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Licensee & Title
Signature of Licensee
Date

Please return this completed form and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933
 Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
 Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name: _____

Transaction Amount: _____

Address: _____

Card Number: _____

City: _____

Check One:

State: _____

MasterCard

Visa

Discover

Zip Code: _____

Security Code/CVV Code: _____

Phone: _____

Expiration Date: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee:	_____	4036
<input type="checkbox"/> Social District Permit Fee:	_____	4081








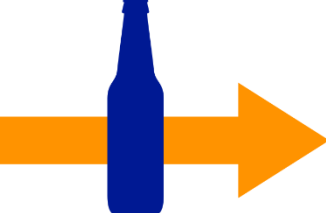





LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall – 525 W. Allegan, Lansing, MI 48933
 Mailing Address: PO Box 30005, Lansing, MI 48909
 Toll Free 866-813-0011 – www.michigan.gov/lcc

Alcoholic Liquor To Go / For Delivery

 Beer, Wine, Mixed Spirit Drink, Spirits, and Mixed Drinks/Cocktails Filled In Qualified Container	Class C, Tavern A-Hotel, B-Hotel Club, G-1, G-2  May Sell And Deliver To Customers	Specially Designated Distributor (SDD) 	Specially Designated Merchant (SDM)   May Fill & Sell Growlers Of Beer Only Pursuant To MCL 436.1537	Manufacturer With Tasting Room Permit Or License  May Sell And Deliver To Customers	Third Party Facilitator Service Licensee  May Deliver To Customers On Behalf Of Retailer Licensees Only
 Beer, Wine, Mixed Spirit Drink, and Spirits In Original Container	 If The Licensee Holds An SDM License It Can Sell And Deliver Beer & Wine Only In Its Original Container	 May Sell And Deliver To Customers	 May Sell And Deliver To Customers	 May Sell To Customers Micro Brewers May Sell & Deliver Beer to Customers Small Wine Makers May Sell & Deliver Wine to Customers if the Licensee Also Holds a Direct Shipper License	 May Deliver To Customers On Behalf Of SDD Or SDM Licensees

Licensees That Sell Alcoholic Liquor For On-Premises Consumption

Pursuant to MCL 436.1537a, a qualified licensee may sell alcoholic liquor (beer, wine, spirits, mixed spirit drink, spirits, or mixed drinks/cocktails) in a qualified container to customers for consumption off the licensed premises. The licensee or the licensee’s employee must not fill the qualified container in advance of a sale. The licensee or the licensee’s employee must seal the qualified container. A qualified licensee must not sell alcoholic liquor to a customer to go in its original container*.

A qualified licensee may also deliver alcoholic liquor in a qualified container to a customer. The licensee must stamp, print, or label the outside of the qualified container for delivery with the following statement: “Contains Alcohol. Must be delivered to a person 21 years of age or older”. The recipient of the qualified container must provide identification to verify his or her age. The licensee or the licensee’s employee must seal the qualified container. If the licensee is a Class C, Tavern, A-Hotel, B-Hotel, Brewpub, Club, G-1, or G-2 licensee, it may have its own employees deliver the qualified container of alcoholic liquor to a customer or it may utilize a Third Party Facilitator Service licensee to make the delivery. A manufacturer licensee with an approved tasting room permit or license may make a delivery of alcoholic liquor in a qualified container to a customer using only its own employees.

Qualified Licensees

- Class C license
- Tavern license
- A-Hotel license
- B-Hotel license
- Brewpub license
- Club license
- G-1 or G-2 license
- Manufacturer licensee with an On-Premises Tasting Room Permit
- Manufacturer licensee with an Off-Premises Tasting Room License
- Manufacturer licensee with a Joint Off-Premises Tasting Room License

A qualified container is a clean, sealable container that has a liquid capacity of one (1) gallon or less. After the container is filled it must be sealed with a device or material that is used to fully close off the container securely. The container can have no perforations or straw holes.

**Manufacturers with approved tasting room permits or licenses may sell alcoholic liquor that they manufactured to a customer to go in its original, unopened container. An on-premises retailer licensee that also holds a Specially Designated Merchant (SDM) license may sell beer and wine in original, unopened container to a customer to go.*

Licensees That Sell Alcoholic Liquor For Off-Premises Consumption

The following license types may sell alcoholic liquor (beer, wine, mixed spirit drink, or spirits) in original, unopened containers to customers for consumption off the premises:

- Specially Designated Distributor license
- Specially Designated Merchant license
- Any combination of manufacturer licenses with On-Premises Tasting Room Permit:
 - Micro Brewer license
 - Brewer license
 - Small Wine Maker license
 - Wine Maker license
 - Small Distiller license
 - Distiller/Manufacturer of Spirits license
 - Mixed Spirit Drink Manufacturer license
- Off-Premises Tasting Room license
- Joint Off-Premises Tasting Room license

Specially Designated Merchant (SDM) licenses may deliver beer and wine in original, unopened containers to customers at their homes or designated locations in compliance with MCL 436.1203(12):

- The beer or wine is delivered by the SDM licensee's own employees.
- The SDM licensee or its employee who delivers the beer or wine verifies that the individual accepting delivery is at least 21 years of age.
- If the SDM licensee or its employee intends to provide service to consumers, the SDM licensee or its employee providing the service has received alcohol server training through a server training program approved by the Commission.

Specially Designated Distributor (SDD) licenses may deliver spirits and mixed spirit drink products in original, unopened containers to customers at their homes or designated locations in compliance with MCL 436.1203(14):

- The spirits are delivered by the retailer's own employees.
- The SDD or its employee who delivers the spirits verifies that the individual accepting delivery is at least 21 years of age.
- If the SDD or its employee intends to provide service to consumers, the retailer or its employee providing the service has received alcohol server training through a server training program approved by the Commission.

Businesses with Brewpub and Micro Brewer licenses may deliver beer they manufacture to customers at their homes or designated locations in compliance with MCL 436.1203(12):

- The beer is delivered by the Brewpub's or Micro Brewer's own employees.
- The Brewpub or Micro Brewer or its employee who delivers the beer verifies that the individual accepting delivery is at least 21 years of age.
- If the Brewpub or Micro Brewer or its employee intends to provide service to consumers, the Brewpub or Micro Brewer or its employee providing the service has received alcohol server training through a server training program approved by the Commission.

A Wine Maker or Small Wine Maker licensee that holds a Direct Shipper license may deliver wine in an original, unopened container to customers at their home if the licensee complies with the conditions of [MCL 436.1203\(4\)](#).

Third Party Facilitator Service licensees may deliver beer, wine, or spirits in original, unopened containers on behalf of SDD and SDM licensees to customers at their homes or designated locations in compliance with MCL 436.1203(15) and (16):

- If the Third Party Facilitator Service licensee delivers beer, wine, or spirits, the third party facilitator service verifies that the individual accepting the delivery of the beer, wine, or spirits is at least 21 years of age.
- The retailer or consumer pays the fees associated with deliveries.
- The Third Party Facilitator Service licensee offers services for all brands available at the SDD or SDM licensed location.

Specially Designated Merchant Licensees Filing Growlers

Pursuant to MCL 436.1537(6) and (8), a Specially Designated Merchant (SDM) licensee may fill growlers of beer. The SDM licensee must comply with the requirements for food service establishments under the Food Law of 2000, pursuant to MCL 436.1537(6)(a).

Pursuant to MCL 436.1537(8)(b), a growler container that can be filled by an SDM licensee may be any clean, refillable, resealable container that is exclusively intended, and used only, for the sale of beer for consumption off the premises. The capacity of the growler container cannot exceed 1 gallon.

Filling of growlers by SDM licensees must comply with the following requirements:

1. The licensee shall not fill a growler in advance of the sale.
2. The licensee shall only fill growlers from another container that has a capacity of 5 gallons or more.
3. The beer to be filled must have a registration number from the Commission pursuant to administrative rule R 436.1611(1)(d).
4. The growler is sealed and a label is affixed that includes the brand name of the beer, the class of beer*, net contents of the container, and the name of the retailer filling the growler.

**The "class" is, generally speaking, a term like "ale", "malt liquor", "lager", etc. These are designations from the TTB and can be found in the TTB Beverage Alcohol Manual for labeling malt beverages: <https://www.ttb.gov/beer/bam.shtml>.*

Revised 07-01-2020



BRIEF DESCRIPTION OF ALL MICHIGAN LIQUOR LICENSES AND PERMITS BY LICENSING TIERS

Supplier Tier (Often referred to as the “Manufacturer” Tier)

Suppliers - MCL 436.1603(15)(a)

- [Outstate Seller of Beer](#) – A licensee that sells beer that has been manufactured outside of Michigan to Wholesaler licensees to sell to retailers. May be a licensee located in Michigan or another state. No local legislative approval required for licensure.
- [Outstate Seller of Mixed Spirit Drink](#) – A licensee that sells mixed spirit drink products that have been manufactured outside of Michigan to Wholesaler licensees to sell to retailers. May be a licensee located in Michigan or another state. No local legislative approval required for licensure.
- [Outstate Seller of Wine](#) – A licensee that sells wine that has been manufactured outside of Michigan to Wholesaler licensees to sell to retailers. May be a licensee located in Michigan or another state. No local legislative approval required for licensure.
- [Vendor of Spirits](#) – A person or company that sells spirits to the Commission to be distributed through the Authorized Distribution Agents (ADAs) to retailers. May be located in Michigan or another state. Distiller, Small Distiller, and Brandy Manufacturer licenses must be registered as a Vendor or Spirits in order to sell their products to the Commission.
- [Vendor Representative](#) – A license held by an individual person who serves as a representative between a Vendor of Spirits and the Commission. No local legislative approval required for licensure.

Manufacturers (Included in Supplier Tier) – MCL 436.1603(15)(b)

- [Brewer](#) – A manufacturer of beer which manufactures more than 60,000 barrels of beer a year. Can sell beer to Wholesaler licensees to sell to retailers. May also sell beer to consumers under an On-Premises Tasting Room Permit at the location where it manufactures beer. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.
- [Micro Brewer](#) – A manufacturer of beer which manufactures 60,000 or fewer barrels of beer a year. Can sell beer to Wholesaler licensees to sell to retailers. May also sell beer to consumers under an On-Premises Tasting Room Permit at the location where it manufactures beer. May also self-distribute beer it manufactures to retailers if it manufactures fewer than 1,000 barrels of beer a year. No local legislative approval



BRIEF DESCRIPTION OF ALL MICHIGAN LIQUOR LICENSES AND PERMITS BY LICENSING TIERS

required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.

- [Brandy Manufacturer](#) – A manufacturer that manufactures brandy from wine that it manufactures. The Brandy Manufacturer licensee must also be licensed as a Wine Maker or Small Wine Maker licensee. Can sell brandy to the Commission to sell through Authorized Distribution Agents to retailers. May sell brandy it manufactures to customers under an On-Premises Tasting Room Permit at the location where it manufactures it and also through an Off-Premises Tasting Room license or Joint Off-Premises Tasting Room license. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.
- [Distiller \(Manufacturer of Spirits\)](#) – A manufacturer of spirit products that contain more than 10% alcohol by volume which manufactures more than 60,000 gallons of spirits a year. Can sell spirits it manufactures to the Commission to sell through Authorized Distribution Agents to retailers. May sell spirits it manufactures to consumers under an On-Premises Tasting Room Permit at the location it manufactures it and also through an Off-Premises Tasting Room license or Joint Off-Premises Tasting Room license. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.
- [Small Distiller](#) – A manufacturer of spirit products that contain more than 10% alcohol by volume which manufactures 60,000 or fewer gallons of spirits a year. Can sell spirits it manufactures to the Commission to sell through Authorized Distribution Agents to retailers. May sell spirits it manufactures to customers under an On-Premises Tasting Room Permit at the location where it manufactures it and also through an Off-Premises Tasting Room license or Joint Off-Premises Tasting Room license. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.
- [Wine Maker](#) – A manufacturer of wine which manufactures more than 50,000 gallons of wine a year. Can sell wine to Wholesaler licensees to sell to retailers. May also sell wine to consumers under an On-Premises Tasting Room Permit at the location where it manufactures it and also through an Off-Premises Tasting Room license or Joint Off-Premises Tasting Room license. May self-distribute wine it manufactures to retailers. May hold a Farmer's Market Permit that allows the sale and sampling of its wine at a farmer's market. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.
- [Small Wine Maker](#) – A manufacturer of wine which manufactures 50,000 or fewer gallons of wine a year. Can sell wine to Wholesaler licensees to sell to retailers. May also sell wine to consumers under an On-Premises Tasting Room Permit at the



BRIEF DESCRIPTION OF ALL MICHIGAN LIQUOR LICENSES AND PERMITS BY LICENSING TIERS

location where it manufactures it and also through an Off-Premises Tasting Room license or Joint Off-Premises Tasting Room license May self-distribute wine it manufactures to retailers. May hold a Farmer's Market Permit that allows the sale and sampling of its wine at a farmer's market. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.

- [Mixed Spirit Drink Manufacturer](#) – A manufacturer of mixed spirit drink products that contain 10% or less alcohol by volume. Can sell mixed spirit drink products it manufactures to Wholesaler licensees to sell to retailers and may also sell mixed spirit drink products to consumers under an On-Premises Tasting Room Permit at the location where it manufactures them. No local legislative approval required for licensure, if manufacturing only; On-Premises Tasting Room Permit requires local legislative approval.
- [Off-Premises Tasting Room License](#) – A license that may be held by a Wine Maker, Small Wine Maker, Distiller, Small Distiller, or Brandy Manufacturer license at a location that is not on the manufacturer's licensed manufacturing premises. Under an Off-Premises Tasting Room license, the manufacturer may only sell the spirit, wine, or brandy products it manufactures at its licensed manufacturing premises. A manufacturer may have up to five (5) Off-Premises Tasting Room licenses (or a combination of Off-Premises Tasting Room licenses and Joint Off-Premises Tasting Room licenses) where full drinks may be sold and served for on-premises consumption and unlimited Off-Premises Tasting Room licenses where limited samples only are sold or given away for on-premises consumption. The sale of spirit, wine, or brandy products to consumers for off-premises consumption is also allowed with an Off-Premises Tasting Room license. Local legislative approval required for licensure.
- [Joint Off-Premises Tasting Room License](#) – A Joint Off-Premises Tasting Room license is issued to a Wine Maker, Small Wine Maker, Distiller, Small Distiller, or Brandy Manufacturer license at a location that is not on the manufacturer's licensed manufacturing premises to be operated jointly with another Wine Maker, Small Wine Maker, Distiller, Small Distiller, or Brandy Manufacturer licensee that also holds a Joint Off-Premises Tasting Room license. Under a Joint Off-Premises Tasting Room license, the manufacturer may only sell the spirit, wine, or brandy products it manufactures at its licensed manufacturing premises. A manufacturer may have up to five (5) Joint Off-Premises Tasting Room licenses (or a combination of Off-Premises Tasting Room licenses and Joint Off-Premises Tasting Room licenses) where full drinks may be sold and served for on-premises consumption and unlimited Joint Off-Premises Tasting Room licenses where limited samples only are sold or given away for on-premises consumption. The sale of spirit, wine, or brandy products to consumers for off-premises consumption is also allowed with a Joint Off-Premises Tasting Room license. Local legislative approval required for licensure.



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- Consumer Sampling Event License – A license held by a Small Distiller or Vendor of Spirits that allows the licensee to conduct consumer sampling events with spirits it manufactures on the premises of a Specially Designated Distributor licensee. No local legislative approval required for licensure.
- [Direct Shipper](#) – A license held by a Wine Maker or Small Wine Maker licensee that allows the Wine Maker or Small Wine Maker to sell and ship wine directly to a consumer in Michigan or another state. An Outstate Seller of Wine located in another state may hold this license if it is the manufacturer of the wine it ships into Michigan. No local legislative approval required for licensure.
- [Salesperson](#) – A license held by an individual person that sells, delivers, or promotes the products of a manufacturer or other supplier. A person that sells, delivers, or promotes the products of a Wholesaler licensee may also hold a Salesperson license. No local legislative approval required for licensure.
- Broker – A license held by company that operates as a corporate salesperson for a manufacturer. A Broker licensee may also employ Salesperson licensees to sell, deliver, or promote the products of a manufacturer or other supplier. No local legislative approval required for licensure.
- [Warehouser](#) – A license held by a person authorized to store alcoholic beverages. Can be held by a manufacturer or Wholesaler licensee. No local legislative approval required for licensure.
- [Limited Alcohol Buyer](#) – A license that allows a person or company to purchase alcohol for medicinal, mechanical, chemical, or scientific purposes. No local legislative approval required for licensure.
- [Seller of Alcohol](#) – A license that allows a person or company to sell alcohol to a distiller or wine maker for rectifying or fortifying purposes or to an industrial manufacturer. No local legislative approval required for licensure.
- [Industrial Manufacturer](#) – A license that allows a person or company to purchase alcohol for manufacturing products for non-beverage purposes. No local legislative approval required for licensure.

Wholesaler Tier

- [Wholesaler](#) – A license that allows the distribution of beer, wine, or mixed spirit drink products produced in or brought into Michigan by licensees in the supplier tier to sell



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to licensees in the retailer tier. Wholesaler licensees are often referred to as “distributors”. No local legislative approval required for licensure.

- [Warehouser](#) – A license held by a person authorized to store alcoholic beverages. Can be held by a manufacturer or Wholesaler licensee. No local legislative approval required for licensure.

Retailer Tier

The retailer tier consists of stores, restaurants, hotels, bars, and clubs that hold licenses which allow the sale of alcohol to consumers. The retailer tier is broken down into two groups: on-premises licensees that may sell alcohol to customers for consumption on the premises where it is sold; and off-premises licensees that may sell alcohol to customers for consumption somewhere else.

Most retailer licenses are “quota” licenses, which means that there are a limited number of specific license types allowed based on the population of a local governmental unit. Once the quota limit for a license type is met, no new licenses of that type can be issued in that local governmental unit. However, most quota licenses are transferrable by location from one local governmental unit to another. For off-premises licenses, there are exemptions from the quota if there is not another license of the same type within two miles of the location of a proposed licensed business.

The statute also allows for special “[resort](#)” licenses that may be issued in limited numbers each year over the quota limits. On-premises resort licenses have specific investment thresholds to qualify, cannot be transferred to another location once issued, must be open a minimum number of days and hours each week, and come with a \$20,000.00 initial license fee. Off-premises resort licenses are limited to Specially Designated Distributor licenses, but those do not require any minimum investment amounts, do not have minimum days and hours of operation, and have the same license fees as other Specially Designated Distributor licenses.

[Redevelopment Area \(RDA\)](#) and [Development District \(DDA\)](#) licenses are another version of on-premises retailer licenses that can be issued over the quota limits. These licenses require a specific investment threshold to qualify, cannot be transferred to another location once issued, must be open a minimum number of days and hours each week, and come with a \$20,000.00 initial license enhancement fee. If the licensee ever goes out of business the license must be surrendered to the Commission and terminated.

In addition to all of the aforementioned license types, there are a number of individual sections of law that have created versions of on-premises licenses that can be issued in excess of the quota limits. These are referred to as “special act” licenses. These can be issued to colleges and universities, organizations hosting international and



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national sporting events, motorsports complexes, municipal civic centers, county or municipal airports, and for a wide array of other special purposes.

On-Premises Retailer License Types:

- [A-Hotel](#) – Allows a hotel that has a minimum of 25 rooms to sell and serve beer and wine to customers. May be issued as a quota, resort, RDA, DDA, or special act license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- [B-Hotel](#) – Allows a hotel that has a minimum of 25 rooms to sell and serve beer, wine, mixed spirit drink, and spirits to customers. May be issued as a quota, resort, RDA, DDA, or special act license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- [Tavern](#) – Allows a restaurant or bar to sell and serve beer and wine to customers. May be issued as a quota, resort, RDA, DDA, or special act license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- [Class C](#) – Allows a restaurant or bar to sell and serve beer, wine, mixed spirit drink, and spirits to customers. May be issued as a quota, resort, RDA, DDA, or special act license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- G-1 – Allows a private, corporate golf club to sell and serve beer, wine, mixed spirit drink, and spirits to its members only. Must be reclassified from an existing quota on-premises license. Local legislative approval is required to transfer the classification to a G-1 license.
- G-2 – Allows a private, corporate golf club to sell and serve beer and wine to its members only. Must be reclassified from an existing quota on-premises license. Local legislative approval is required to transfer the classification to a G-2 license.
- [Brewpub](#) – Allows a Class C, Tavern, A-Hotel, or B-Hotel licensee to manufacture, sell, and serve its own beer to its customers. May also sell beer it manufactures to customers for off-premises consumption. This is not a quota license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- Aircraft – Allows the sale and service of beer, wine, mixed spirit drink, and spirits on an airplane that has a specific route and timetable. This is not a quota license. No local legislative approval required for licensure.



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- Train – Allows the sale and service of beer, wine, mixed spirit drink, and spirits on a train. This is not a quota license. No local legislative approval required for licensure.
- Watercraft – Allows the sale and service of beer, wine, mixed spirit drink, and spirits on a boat that has a specific route and timetable. This is not a quota license. No local legislative approval required for licensure.
- [Club](#) – Allows a private, nonprofit organization to sell and serve beer, wine, mixed spirit drink, and spirits to its members only. This is not a quota license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- [Special License](#) – A limited term license, generally only for one day, that can be issued to a nonprofit organization for fundraising purposes. Can be issued for beer, wine, and spirits sales and consumption and for a wine auction with wine donated by private individuals. An organization may only be issued twelve (12) Special Licenses each calendar year. This is not a quota license. No local legislative approval required for licensure, but police or sheriff approval required.
- [Beer Festival Special License](#) – A limited term license that allows an association comprised of Brewer, Micro Brewer, or Brewpub licensees to hold a beer festival. The association is limited to six (6) events each calendar year. The events can be more than one day, generally two to three days in a row. This is not a quota license. No local legislative approval required for licensure, but police or sheriff approval required.
- Continuing Care Retirement Center License – Allows a registered continuing care retirement center or home for the aged to sell and serve beer, wine, mixed spirit drink, and spirits for consumption by a resident or the bona fide guests accompanying the resident on the premises of the facility. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership of an existing license. Only 20 licenses may be issued to continuing care retirement centers and only 5 licenses may be issued to homes for the aged, statewide. This is not a quota license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.

Types of Special Act Licenses, As Referenced Above:

- State Owned Airport (MCL 436.1505) – Does not count against local governmental unit's on-premises retailer license quota.
- Publicly Owned Airport (MCL 436.1507) – Does not count against local governmental unit's on-premises retailer license quota.
- Municipal Civic Center or Civic Auditorium (MCL 436.1509) – May be issued for a civic center or auditorium which is operated as a municipal enterprise for scheduled events



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only in a city or township with a population of 5,500 or more. Does not count against local governmental unit's on-premises retailer license quota.

- Mackinac Island State Park and Presque Isle Harbor Marina (MCL 436.1511) -- Does not count against local governmental unit's on-premises retailer license quota.
- College & University Conference Center (MCL 436.1513(1)) – For scheduled events only. Does not count against local governmental unit's on-premises retailer license quota.
- College & University Golf Course (MCL 436.1513(4)) – Counts against local governmental unit's on-premises retailer license quota.
- College & University Culinary Program (MCL 436.1513a) – Does not count against local governmental unit's on-premises retailer license quota.
- University Hotel & Conference Center (MCL 436.1514) – Counts against local governmental unit's on-premises retailer license quota.
- University Hotel & Conference Center, 2nd Location (MCL 436.1514a) – Counts against local governmental unit's on-premises retailer license quota.
- Government-Owned Golf Course (MCL 436.1515) – Does not count against local governmental unit's on-premises retailer license quota.
- International Sporting Event (MCL 436.1517) – Does not count against local governmental unit's on-premises retailer license quota.
- National Sporting Event (MCL 436.1517a) – Does not count against local governmental unit's on-premises retailer license quota.
- Motorsports Entertainment Complex (MCL 436.1518) – Does not count against local governmental unit's on-premises retailer license quota.
- Professional Hockey & International Soccer At University Stadium (MCL 436.1531(7)) – Does not count against local governmental unit's on-premises retailer license quota.

Off-Premises Retailer License Types:

- [Specially Designated Merchant \(SDM\)](#) – Allows a convenience store, grocery store, or gas station to sell beer and wine to consumers for consumption off the premises. An on-premises retailer may also hold an SDM license to allow customers to purchase beer and wine for takeout. May only be issued as a quota license with a number of exemptions from the quota requirements. No local legislative approval required for licensure.
- [Specially Designated Distributor \(SDD\)](#) – Allows a convenience store, grocery store, or gas station to sell mixed spirit drink and spirits to consumers for consumption off the premises. An SDD license is almost always held in conjunction with an SDM license. The only on-premises retailers that may hold an SDD license are B-Hotel licensees. May be issued as a quota or resort license. No local legislative approval required for licensure.
- [Third Party Facilitator Service \(TPFS\)](#) – Allows a company to facilitate the sale and delivery of beer, wine, or spirits from an SDD or SDM to a consumer using a webpage



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or mobile application. It is not specifically included in the retailer tier, but due to the statutory prohibitions of a supplier or wholesaler tier licensee from holding interest in a TPFS license, the Commission has determined that it is a retailer tier license. No local legislative approval required for licensure.

Permits, Permissions, and Approvals – These permits, permissions, and approvals may be held by licensees in any of the licensing tiers, as specified below.

- **Additional Bar** – A Class C or B-Hotel license may have a second or subsequent bar on the premises where drinks may be purchased at the bar. If a Class C or B-Hotel does not have an Additional Bar, it may only sell from one (1) bar on its premises but may offer table service of alcohol from service bars that only its employees utilize. No other license type requires an Additional Bar to have more than one bar on the licensed premises. No local legislative approval required for approval.
- **Banquet Facility Permit** – A special permit that allows an on-premises retailer licensee, except for a Club or Special License, to sell and serve alcohol at a banquet facility located in a different location from its licensed premises. The Banquet Facility Permit can only be used for scheduled events, cannot have regular meal service, and cannot be open to the general public. Not a license type, but functions similarly to an on-premises license. Local legislative approval is required for new, previously unissued Banquet Facility Permit, but not required to transfer ownership of an existing Banquet Facility Permit.
- **Beer & Wine Tasting Permit** – Allows for beer and wine tastings on the premises of a Specially Designated Merchant licensee. An SDM may hold this permit in order to conduct beer or wine tastings on its premises. A Brewer, Micro Brewer, Wine Maker, Small Wine Maker, Outstate Seller of Beer, or Outstate Seller of Wine may also hold this permit in order for one of its Salesperson licensees to conduct beer or wine tastings on the premises of an SDM licensee. No local legislative approval required for approval.
- **Catering Permit** – Allows for the sale, deliver, and service of beer, wine, and spirits to a customer for a private event. No alcohol can be sold by the drink to guests at the event; the host must buy all the alcohol and it is served to the guests for no charge. The following license types may hold a Catering Permit: A-Hotel, B-Hotel, Class C, Tavern, SDD, SDM, a manufacturer that holds an On-Premises Tasting Room Permit, and Off-Premises Tasting Room license. No local legislative approval required for approval.
- **Dance Permit** – Allows for dancing on the premises of a licensee that has on-premises consumption. The following license types may hold a Dance Permit: A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, Banquet Facility Permit, a manufacturer that holds an On-



BRIEF DESCRIPTION OF ALL MICHIGAN LIQUOR LICENSES AND PERMITS BY LICENSING TIERS

Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. This permit may be combined with an Entertainment Permit as a Dance-Entertainment Permit. No local legislative approval required for approval.

- Entertainment Permit – Allows for monologues, dialogues, motion pictures, still slides, closed circuit television, contests, or other performances for public viewing on the premises of a licensee that has on-premises consumption. The following license types may hold a Dance Permit: A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, Banquet Facility Permit a manufacturer that holds an On-Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. This permit may be combined with a Dance Permit as a Dance-Entertainment Permit. No local legislative approval required for approval.
- Extended Hours Permit – Allows for a holder of a Dance, Entertainment, or Dance-Entertainment Permit to remain open past the normal legal hours of sale between 7:00am to 2:00am for the express purpose of allowing dancing or entertainment. The following license types may hold an Extended Hours Permit: A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, Banquet Facility Permit, a manufacturer that holds an On-Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. No local legislative approval required for approval.
- Living Quarters Permit – Allows a licensee to have living quarters attached to the licensed premises. All licensees may hold this permit. No local legislative approval required for approval.
- [Off-Premises Tasting Room Permit](#) – Allows a manufacturer to sell alcoholic liquor it manufactures to consumers for consumption on or off the licensed premises at its licensed manufacturing premises. Local legislative approval is required for approval.
- Secondary Location Permit – A special permit that allows an SDM licensee to have a second, adjacent location where it may sell beer and wine to consumer for consumption off the premises in a gas station. Not a license type, but functions similarly to an off-premises license. No local legislative approval required for approval.
- Specific Purpose Permit – Allows a licensee that has on-premises consumption to remain open past the normal legal hours of sale between 7:00am to 2:00am for the specific purpose of listed with the permit. For example, a Specific Purpose Permit (Food), would allow the service of food outside the legal hours of alcohol sales. The following license types may hold an Extended Hours Permit: A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, Brewer, Banquet Facility Permit, a manufacturer that holds an On-Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. No local legislative approval required for approval.



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- Sunday Sales Permit (AM) – Allows for the sale of beer, wine, mixed spirit drink, or spirits from 7:00am to 11:59am on Sunday for applicable license types in local governmental units that allow Sunday morning sales of alcohol. The following license types may hold a Sunday Sales Permit (AM): A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, SDD, SDM, Secondary Location Permit, Banquet Facility Permit, a manufacturer that holds an On-Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. No local legislative approval required for approval.
- Sunday Sales Permit (PM) – Allows for the sale of mixed spirit drink, or spirits from 12:00pm on Sunday to 2:00am on Monday morning for applicable license types in local governmental units that allow Sunday afternoon and evening sales of alcohol. The following license types may hold a Sunday Sales Permit (PM): A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, SDD, Banquet Facility Permit, a manufacturer that holds an On-Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. No local legislative approval required for approval.
- Permission to Maintain Direct Connection to Unlicensed Premises – Allows a licensee to have a doorway from its licensed premises to another part of the same building where it is not licensed. All licensees may have this permission. No local legislative approval required for approval.
- Permission to Maintain Motor Vehicle Fuel Pumps On or Adjacent to the Licensed Premises – Allows an SDD or SDM licensee to have fuel pumps on the premises. No local legislative approval required for approval.
- Permission for Off-Premises Storage – Allows a licensee to store alcohol at a location other than the licensed premises. All licensees may have this permission. No local legislative approval required for approval.
- Authorization for Outdoor Service – Allows an on-premises licensee to sell and serve alcohol in a well-defined and clearly marked area adjacent to the licensed premises. May be held by A-Hotel, B-Hotel, Class C, Tavern, G-1, G-2, Banquet Facility Permit a manufacturer that holds an On-Premises Tasting Room Permit, Off-Premises Tasting Room license, and Joint Off-Premises Tasting Room license. No local legislative approval required for approval.
- Topless Activity Permit – Allows an on-premises retailer licensee to conduct topless activity on its licensed premises. No local legislative approval required for approval.



MICHIGAN LIQUOR CONTROL COMMISSION REOPENING FREQUENTLY ASKED QUESTIONS



1. Can I reopen my bar or restaurant?

- Pursuant to [Executive Order 2020-110](#), on-premises licensees throughout Michigan not already able to open in region 6 and 8 that sell and serve alcohol for consumption on the premises (see license list below) may begin serving for on-premises consumption effective Monday, June 8, 2020 at 12:01 a.m. and must comply with requirements set forth in [Executive Order 2020-145](#) (see question #2 below). Bars and restaurants already open in regions 6 and 8 must continue to comply with the requirements of Executive Order 2020-114.
- On-premises licensees that also have approved outdoor service areas may serve in their outdoor service areas as long as they comply with the requirements in Executive Orders 2020-145 (see #2 below). This includes service of alcohol on golf courses to golfers.

On-Premises License List

- Class C License
- Tavern License
- Club License
- G-1 License
- G-2 License
- A-Hotel License
- B-Hotel License
- Manufacturer license with On-Premises Tasting Room Permit
- Off-Premises Tasting Room License
- Joint Off-Premises Tasting Room License

2. What are the requirements I must follow in order to reopen my bar or restaurant?

- Subject to [Executive Order 2020-110](#), on-premises licensees that reopen must comply with the provisions in [Executive Order 2020-145](#):
 - Limit capacity to 50% of normal seating.
 - Require six feet of separation between parties or groups at different tables or bar tops (e.g., spread tables out, use every other table, remove or put up chairs or barstools that are not in use).
 - Require patrons to wear a face covering except when seated at their table or bar top (unless the patron is unable medically to tolerate a face covering).
 - Require patrons to remain seated at their tables or bar tops, except to enter or exit the premises, to order food, or to use the restroom.
 - Sell alcoholic beverages only via table service, not via orders at the bar except to patrons seated at the bar.
 - Prohibit access to common areas in which people can congregate, dance, or otherwise mingle.
 - Create communications material for customers (e.g., signs, pamphlets) to inform them of changes to restaurant or bar practices and to explain the precautions that are being taken to prevent infection.
 - Close waiting areas and ask customers to wait in cars for a notification when their table is ready.
 - Close self-serve food or drink options, such as buffets, salad bars, and drink stations.
 - Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that customers remain at least six feet apart in any lines.
 - Post sign(s) at store entrance(s) informing customers not to enter if they are or have recently been sick.
 - Post sign(s) instructing customers to wear face coverings until they get to their table.
 - Require hosts, servers, and staff to wear face coverings in the dining area.
 - Require employees to wear face coverings and gloves in the kitchen area when handling food, consistent with guidelines from the Food and Drug Administration ("FDA").
 - Limit shared items for customers (e.g., condiments, menus) and clean high-contact areas after each customer (e.g., tables, chairs, menus, payment tools).
 - Train employees on:
 - Appropriate use of personal protective equipment in conjunction with food safety guidelines.
 - Food safety health protocols (e.g., cleaning between customers, especially shared condiments).
 - How to manage symptomatic customers upon entry or in the restaurant.
 - Notify employees if the employer learns that an individual (including an employee, customer, or supplier) with a confirmed case of COVID-19 has visited the store.
 - Close restaurant immediately if an employee shows symptoms of COVID-19, defined as either the new onset of cough or new onset of chest tightness or two of the following: fever (measured or subjective), chills, rigors, myalgia, headache, sore throat, or olfactory/taste disorder(s), and perform a deep clean, consistent with guidance from the FDA and the CDC. Such cleaning may occur overnight.



MICHIGAN LIQUOR CONTROL COMMISSION REOPENING FREQUENTLY ASKED QUESTIONS



3. I placed my license into escrow, how do I request to reactivate it?

- Complete the [Request to Release License From Escrow \(LCC-108a\)](#) and email the form to MLCCEscrow@michigan.gov.

4. How do I add an outdoor service area for my licensed business?

- On-premises retailers (Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, and G-2 licenses) and manufacturers with On-Premises Tasting Room Permits, Off-Premises Tasting Room Licenses, or Joint Off-Premises Tasting Room Licenses may apply for permission for an outdoor service area using one of the forms listed below.
- The outdoor service area must be well defined and clearly marked. You will need to submit a diagram with exact measurements with your application to show the boundaries of the outdoor service area. You will also need to describe the barriers that will be used along the boundaries of the area.
- An outdoor service area must comply with all state and local building, health, and zoning laws.

Form Name & Number	Form Description
2020 Limited Permanent Outdoor Service Permission Application (LCC-204a)	Use this application to apply for a new limited term outdoor service area through the spring, summer, and fall seasons of 2020 only, expiring on October 31, 2020. <ul style="list-style-type: none"> • The outdoor service area cannot be utilized until places of public accommodation are allowed to reopen for service of alcohol to customers for consumption on the premises under a future Executive Order. • The outdoor service area must comply with reduced occupancy and social distancing requirements under Executive Orders, local county health department orders, and local ordinances related to the Coronavirus (Covid-19) pandemic. • If the outdoor service area will be located on municipal property, such as a city sidewalk, the licensee must submit written approval from the local governmental unit authorizing the use of the municipal property. • The limited permanent outdoor service permission will be valid throughout the spring, summer, and fall season, expiring on October 31, 2020. • The outdoor service area must be in the same local governmental unit as the licensed premises. • The outdoor service area must be no more than 25 feet from the licensed premises. • The outdoor service area must not be separated from the license premises by a public street or road. • The outdoor service area must not exceed 20,000 square feet in total space. • The outdoor service area is not located on a balcony or rooftop.
Outdoor Service Permanent Permission Application (LCC-204)	Use this form to apply for: <ul style="list-style-type: none"> • A new outdoor service area that does not meet the requirements for a 2020 limited permanent outdoor service area described above. • A new outdoor service area that will be utilized past the 2020 spring, summer, and fall seasons. • To increase the size of an existing approved outdoor service area.
Temporary Authorization Application (LCC-206)	Use this form to apply for a one-day temporary outdoor service area. You may apply for up to 12 one-day temporary outdoor service areas in a calendar year.



MICHIGAN LIQUOR CONTROL COMMISSION REOPENING FREQUENTLY ASKED QUESTIONS



- 5. Do I need approval from my local governmental unit to apply for an outdoor service area?**
- An outdoor service area on private property does not require local approval for the Commission to approve an application. However, all portions of the licensed premises, including outdoor service areas, must comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances, so it is important that you contact your local unit of government to ensure you are complying with any local ordinances regarding outdoor service areas.
 - An outdoor service area on public property, such as a sidewalk or closed street, requires local approval for the Commission to approve an application. This can be a resolution passed by the local legislative body or a local use permit issued by the governmental unit. Governmental units have different procedures, so it is important that you contact your local governmental unit for what it might require.
- 6. My town has shut down the street on which several licensees have businesses so that we can have outdoor service areas for our bars and restaurants. What do we need to do to be approved?**
- Each licensee would need to apply for an outdoor service area using one of the forms listed in question #4 above.
 - Each licensee would need to provide documentation showing it has approval from the local unit of government as described in question #3 above.
 - Each licensee would need to have its own dedicated outdoor service area and have exclusive control over that area. Licensees cannot share outdoor service areas and alcohol sold in one licensee's outdoor service area cannot be sold, served, or consumed in another licensee's outdoor service area.
- 7. I want to set up a bar to serve customers in my outdoor service area, do I need approval for that?**
- Only Class C and B-Hotel licensees require additional approval for more than one bar. Tavern, A-Hotel, Club, G-1, and G-2 licenses and manufacturers with On-Premises Tasting Room Permits, Off-Premises Tasting Room Licenses, or Joint Off-Premises Tasting Room Licenses may set up an additional bar in an outdoor service area without approval from the Commission.
 - Class C and B-Hotel licensees must be approved for an Additional Bar, which costs \$350.00 each year. A licensee may hold multiple Additional Bars to be utilized throughout the licensed premises.
 - Class C and B-Hotel licensees may apply for a new Additional Bar using the [New Additional Bar Application \(LCC-115\)](#).
- 8. My entire golf course is approved for outdoor service and I want to have beverage carts to serve golfers. Do I need any special approval for those?**
- Mobile beverage carts on golf courses are treated like the Additional Bars mentioned in question #7 above.
 - If the golf course has a Class C or B-Hotel license, then each cart utilized to sell and serve alcoholic beverages to golfers in the outdoor service area would need to be approved for an Additional Bar. To apply for Additional Bars for beverage carts use the [New Additional Bar Application \(LCC-115\)](#).
- 9. I have an on-premises retailer license and would like to sell beer and wine to go in its original container. Can I do that?**
- On-premises retailers must be issued a Specially Designated Merchant (SDM) license to be able to sell beer and wine in the original, unopened container to go. On-premises retailers must also hold an SDM license to be able to sell [growlers of beer](#).



MICHIGAN LIQUOR CONTROL COMMISSION REOPENING FREQUENTLY ASKED QUESTIONS



- The following on-premises retailers may be issued an SDM license:
 - Class C license
 - Tavern license
 - A-Hotel license
 - B-Hotel license
 - Club license (may only sell beer and wine to go under SDM license to its bona fide members)
 - G-1 license (may only sell beer and wine to go under SDM license to its bona fide members)
 - G-2 license (may only sell beer and wine to go under SDM license to its bona fide members)
- On-premises retailers may apply for a new SDM license using the [New On-Premises SDM Application \(LCC-114\)](#).

10. I have a Class C license and would like to sell spirits and mixed drinks to go. Can I do that?

- Effective July 1, 2020, on-premises retailer licensees and manufacturers with approved tasting rooms may sell alcoholic liquor (beer, wine, spirits, and mixed drinks) to go that has been placed in a sealable, qualified containers that is not the original container for the alcohol. They may also deliver the qualified containers to customers at home. [Please click here](#) for a detailed explanation of how to sell alcoholic liquor to go. The sale and delivery of alcoholic liquor in its original container is not allowed under this new law (see #11 below for details on the licensees that may sell and deliver alcoholic liquor in its original container).

11. Can I deliver alcohol to customers at their home?

- Retailer licensees that hold Specially Designated Merchant (SDM) licenses may deliver beer and wine in the original, unopened container to customers at their homes or designated locations in compliance with MCL 436.1203(12):
 - The beer or wine is delivered by the SDM licensee's own employees.
 - The SDM licensee or its employee who delivers the beer or wine verifies that the individual accepting delivery is at least 21 years of age.
 - If the SDM licensee or its employee intends to provide service to consumers, the SDM licensee or its employee providing the service has received alcohol server training through a server training program approved by the Commission.
- Off-premises retailer licensees with Specially Designated Distributor (SDD) licenses may deliver spirits and mixed spirit drink products in the original, unopened container to customers at their homes or designated locations in compliance with MCL 436.1203(14):
 - The spirits are delivered by the retailer's own employees.
 - The retailer or its employee who delivers the spirits verifies that the individual accepting delivery is at least 21 years of age.
 - If the retailer or its employee intends to provide service to consumers, the retailer or its employee providing the service has received alcohol server training through a server training program approved by the Commission.
- Licensees with Brewpub or Micro Brewer licenses may deliver beer the licensee manufactured to customers at their homes or designated locations in compliance with MCL 436.1203(12):
 - The beer is delivered by the Brewpub's or Micro Brewer's own employees.
 - The Brewpub or Micro Brewer or its employee who delivers the beer verifies that the individual accepting delivery is at least 21 years of age.
 - If the Brewpub or Micro Brewer or its employee intends to provide service to consumers, the Brewpub or Micro Brewer or its employee providing the service has received alcohol server training through a server training program approved by the Commission.
- A Wine Maker or Small Wine Maker licensee that holds a Direct Shipper license may deliver wine to customers at their home if the licensee complies with the conditions of [MCL 436.1203\(4\)](#).



MICHIGAN LIQUOR CONTROL COMMISSION REOPENING FREQUENTLY ASKED QUESTIONS



- Third Party Facilitator Service licensees may deliver beer, wine, or spirits on behalf of SDD and SDM licensees to customers at their homes or designated locations in compliance with MCL 436.1203(15) and (16):
 - If the Third Party Facilitator Service licensees delivers beer, wine, or spirits, the third party facilitator service verifies that the individual accepting the delivery of the beer, wine, or spirits is at least 21 years of age.
 - The retailer or consumer pays the fees associated with deliveries.
 - The Third Party Facilitator Service licensees offers services for all brands available at the SDD or SDM licensed location.

12. If I am open for only takeout do I need to maintain liquor liability insurance?

- Yes. If your business is still open for takeout and/or delivery, you **must** continue to maintain liquor liability insurance, pursuant to MCL 436.1803.

13. I have an on-premises retailer license with a Specially Designated Merchant license (SDM) license and I sell beer and wine for takeout. Can I place my on-premises license into escrow and only use the SDM license?

- No. The SDM license has been issued in conjunction with your on-premises retailer license and cannot be used or licensed independently from your on-premises license. You must keep both licenses active to continue to sell beer and wine to customers for takeout under your SDM license.

14. Beer/Wine/Mixed Spirits/Small Distiller Monthly or Quarterly Tax Reports/Payments Deadlines Extended

- Due to the Coronavirus state-of-emergency, the Commission has extended the deadlines for the monthly or quarterly tax reports and tax payments for the months of March, April, and May 2020, as well as the 1st Quarter 2020 under [Administrative Order 2020-15](#). These tax reports and tax payments will be due on or before July 15, 2020 with no late fees assessed if received by this time. Please report each month or quarter separately.

15. May a Wholesaler licensee go into bars and restaurants now and exchange expired product for new to prepare for opening and sanitizing?

- Yes. Businesses may begin the preparatory work needed before reopening to the public. Wholesalers may pick-up beer or wine from retailers pursuant to [MCL 436.1609c](#).

16. May vendors go into bars and restaurants now and clean beer lines to prep for opening and sanitizing?

- Yes. Businesses may begin the preparatory work needed before reopening to the public.

17. What is the process for handling kegs of beer at retailer locations that have gone out of date during the Stay Home Stay Safe Executive Orders?

- Wholesaler licensees may pick-up out-of-date kegs of beer from retailers pursuant to [MCL 436.1609c](#). The out-of-date kegs shall be returned to their respective brewery or Outstate Seller of Beer licensee. The costs of returning the kegs shall be handled in the same manner that was being utilized by each brewer or outstate seller of beer and their respective wholesaler prior to the issuance of EO 2020-21. The brewery or Outstate Seller of Beer licensee shall be responsible for decanting of the kegs. Wholesalers shall not participate in decanting of kegs as that would violate [MCL 436.1609](#).



Michigan Liquor Control Commission (MLCC)
Constitution Hall, 2nd Floor, 525 W. Allegan St, Lansing, MI 48933
P.O. Box 30005, Lansing, MI 48909
866-813-0011 – www.michigan.gov/lcc

Social District Permit Information For Local Governmental Units

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District. The commons area is not considered part of the licensed premises for any of the licensees that hold a Social District Permit.

The term commons area is defined by MCL 436.1551(8)(a):

"Commons area" means an area within a social district clearly designated and clearly marked by the governing body of the local governmental unit that is shared by and contiguous to the premises of at least 2 other qualified licensees. Commons area does not include the licensed premises of any qualified licensee.

The term qualified licensee is defined by MCL 436.1551(8)(c):

"Qualified licensee" means any of the following:

- *A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises. (This includes the following license types: Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, G-2, Brewpub.)*
- *A manufacturer with an on-premises tasting room permit issued under section 536.*
- *A manufacturer that holds an off-premises tasting room license issued under section 536.*
- *A manufacturer that holds a joint off-premises tasting room license issued under section 536.*

A list of all licensees, sorted by county and local governmental unit, may be found on the MLCC website:

https://www.michigan.gov/documents/lara/liclist_639292_7.xlsx

The governing body of a local governmental unit may designate a Social District pursuant to MCL 436.1551 under the following conditions:

- Designate a Social District that contains a commons area, as defined in MCL 436.1551(8)(a).
- Establish local management and maintenance plans, including hours of operation, for a commons area.
- Define and clearly mark with signs the designated commons area.
- A governing body of a local governmental unit shall not designate a Social District that would close a road unless the governing body receives prior approval from the road authority with jurisdiction over the road.
- The governing body shall maintain the commons area in a manner that protects the health and safety of the community.
- The governing body may revoke the designation if it determines that the commons area threatens the health, safety, or welfare of the public or has become a public nuisance. Before revoking the designation, the governing body must hold at least 1 public hearing on the proposed revocation. The governing body shall give notice as required under the open meetings act of the time and place of the public hearing before the public hearing.
- The governing body shall file the designation or revocation of the Social District with the MLCC.

Before applying to the MLCC for a Social District Permit, a qualified licensee must first obtain approval from the governing body of the local governmental unit. A fillable resolution for this approval is part of the [Social District Permit Application \(LCC-208\)](#).

Filing the Designation of a Social District with the MLCC

A local governmental unit must file the following items with the MLCC when designating a Social District:

- A copy of the resolution passed by the governing body designating the Social District and commons area.
- A copy of the management and maintenance plans, including the hours of operation, established by the local governmental unit for the Social District and commons area.
- A diagram or map that clearly shows the boundaries of the Social District and commons area. Please indicate the name, address, and location of the qualified licensees that are contiguous to the commons area on the diagram or map.

Submit the items above to:

By Mail: Michigan Liquor Control Commission - P.O. Box 30005 - Lansing, MI 48933
By Fax: (517) 763-0059 By Email: mlccrecords@michigan.gov