

**Winery Direct Delivery Permit**    
  **Brewery Direct Delivery Permit**    
  **Distillery Direct Delivery Permit**

**Section 1 - Applicant Information**

New Permit    
  Renewal (Permit #) DD - \_\_\_\_\_

<b>A.</b>	Corporate Name and T/A		
<b>B.</b>	Name of Contact	Phone Number	Fax Number
	E-mail address		
<b>C.</b>	Mailing address		
	City	State	Zip
<b>D.</b>	Physical location address		

**Office Use Only**

Permit Number \_\_\_\_\_

Permit Year \_\_\_\_\_

Approved \_\_\_\_\_

Date \_\_\_\_\_

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Check Number \_\_\_\_\_

Check Amount \$ \_\_\_\_\_

Deposit Date \_\_\_\_\_

E. Applicant is a:

- Corporation  
 Limited Liability Co.  
 Partnership

Federal Identification Number

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Officers of Corporation, Limited Liability Company, or Partnership:

	1	2	3
Name			
Home Address			
Home Phone No.			
Social Security No.			

F. The applicant is a person licensed inside the State to engage in the manufacturing and limited wholesaling of alcoholic beverages: Fill in the fields below and submit a copy of your current licenses.

Manufacturer's License #	Expiration Date	Wholesaler's License #	Expiration Date
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G. The Annotated Code of Maryland, Alcoholic Beverages Article, Section 1-404 titled "Compliance with Workers' Compensation Act", requires the evidence of such compliance prior to the issuance of any permit. The applicant hereby affirms (complete one):

- a. Applicant is not an employer required to provide coverage by the Maryland Workers' Compensation Law; or  
 b. Applicant is an employer required to provide employee coverage by the Maryland Workers' Compensation Law and has secured such coverage. As evidence of such coverage, list the name of insurance company and policy or binder number:

Name of Insurance Company	Policy or Binder Number
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**Section 2 - Permit Information**

- A. Does the applicant have a valid Maryland sales and use tax license? . . . . .  Yes  No  
 If you checked "Yes", enter Maryland Combined Registration Number here: \_\_\_\_\_  
 If you checked "No", complete, sign and attach a Maryland Combined Registration Application or a copy of the confirmation page from your on-line application. You may apply on-line for the Combined Registration number at the following link:  
<https://interactive.marylandtaxes.gov/webapps/comptrollercra/entrance.asp>
- B. Has the applicant ever been convicted of a felony by any state or federal court? . . . . .  Yes  No
- C. Has the applicant ever been convicted of a violation of the laws of the United States, Maryland, or any other state concerning alcoholic beverages, gaming, or gambling? . . . . .  Yes  No  
 (If yes, explain in detail on a separate sheet)
- D. Does the applicant agree to conform to all the laws, rules, and regulations of the State of Maryland relating to the business proposed under this permit? . . . . .  Yes  No
- E. Does the applicant authorize the Alcohol, Tobacco, and Cannabis Commission and the Commission's duly authorized personnel to search without warrant any vehicle, railroad car, vessel, aircraft, or premises used in the business to be conducted under this permit at any and all hours agreeable to the laws of the State of Maryland? . . . . .  Yes  No
- F. Do you agree to file quarterly tax returns, and remit sales tax and pay alcoholic beverage tax due on sales to consumers in Maryland? If you check "No" to this question, this application cannot be approved. . . . .  Yes  No
- G. Do you have a Federal Basic Permit issued by the Alcohol and Tobacco Tax and Trade Bureau (TTB)?.....  Yes  No
- H. Do you agree to maintain 3 years of complete and accurate records of your deliveries?.....  Yes  No
- I. Do you agree to allow the Comptroller or the ATCC to perform an audit of your delivery permit records? ....  Yes  No
- J. Does the applicant agree to only have employees over the age of 18 years or older make deliveries on behalf of the Direct Delivery permit holder? .....  Yes  No
- K. Do you agree to have all individuals who make deliveries under the Direct Delivery Permit certified by an approved alcohol awareness program?. . . . .  Yes  No
- L. Do you agree to have an employee of the manufacturer endorse an ATCC approved form that certifies the deliverer examined the customer's government issued identification at the time of delivery and the recipient was at least 21 years old?. . . . .  Yes  No
- M. Do you agree to have all deliveries made only to the purchaser, who must be 21 years or older, or another individual at least 21 years of age who is designated by the purchaser and physically present to receive the alcohol?. . . . .  Yes  No
- N. Do you agree to follow the delivery container requirements below?  Yes  No
- o Conspicuously labeled with the name of the Maryland Manufacturer
  - o Name and address of the customer who is the intended recipient
  - o Contains other labeling related to the product and the age of the recipient
  - o Commercially sealed by the Manufacturer

**Section 3 - Affidavit of Direct Delivery Permit Applicant**

I do solemnly declare and affirm, under penalty of perjury, that the contents of the foregoing document are true and correct to the best of my knowledge, information, and belief.

\_\_\_\_\_  
Signature of Owner, Partner, or Corporate Officer

\_\_\_\_\_  
Type or Print Name of Owner, Partner, or Corporate Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Section 4 - Direct Delivery Requirements:**

1. The holder of a Direct Delivery permit may only deliver alcohol manufactured by the holder to a personal consumer who is at least 21 years of age, or another individual at least 21 years of age who is designated by the purchaser and physically present to receive the alcohol.
2. The employee of the Direct Delivery permit holder endorses an ATCC approved form that certifies that the deliverer examined the customer's government issued identification at the time of delivery and the recipient was at least 21 years old.
3. The term of a Direct Delivery permit is one year and begins on July 1st. The permit must be renewed annually.
4. A Direct Delivery permit holder shall:
  - a. Ensure that all containers of alcohol delivered directly to a consumer in the State are conspicuously labeled with:
    - (i) The entity name of the Maryland manufacturer;
    - (ii) The name and address of the consumer who is the intended recipient; and
    - (iii) Contains other labeling related to the product and the age of the recipient; and
    - (iv) Is commercially sealed by the manufacturer
  - b. File all quarterly alcohol tax returns and a quarterly sales and use tax return due to sales to consumers with the Comptroller of Maryland in accordance with Maryland's tax laws.
  - c. Maintain for a period of 3 years complete and accurate records of all information needed to verify compliance with the requirements of the Direct Delivery permit.
  - d. Allow the Office of the Executive Director and Comptroller of Maryland to perform an audit of the Direct Delivery permit's records on request.
  - e. Consent to the jurisdiction of the Office of the Executive Director or other State unit and the State courts concerning enforcement of the Direct Delivery permit and any related law.

5. A Direct Delivery permit holder is limited to the following amounts of the permit holder's own product that may be delivered to consumers:
  - (1) Wine: Not more than 18 9-liter cases of wine to be delivered to a single address in a single calendar year.
  - (2) Beer: Not more than 3,456 ounces (288 cans/12 cases of 12 ounce cans) of beer to be delivered to a single address in a single calendar year.
  - (3) Liquor: Not more than 24 standard 750-milliliter bottles of liquor to be delivered to a single address in a single calendar year.
6. See Senate Bill 1041/CH 918 for additional information.

**Section 5 - Application Instructions**

1. Submit the \$200.00 annual permit fee with the application. Permit fees are not pro-rated.
2. Incomplete applications will be rejected and returned.
3. Make checks payable to "Maryland Alcohol, Tobacco, and Cannabis Commission."
4. Sign, date and mail your application to:

**Maryland Alcohol, Tobacco, and Cannabis Commission**

Regulatory & Research Section  
1215 E Fort Ave, Ste 300  
Baltimore, MD 21230

410-260-7314

Email: [atcc.licensing@maryland.gov](mailto:atcc.licensing@maryland.gov)  
[atcc.maryland.gov](http://atcc.maryland.gov)