Washington State
Liquor Control Board

Transition to Private Liquor Sales: 1183 Fact Sheet

Issue Title: **Central Warehousing**

Effective Date: **December 8, 2011**

Creates a new section in RCW 66.28.

Background

1. A retailer authorized to sell wine and/or spirits may accept delivery of wine and/or spirits at one or more warehouse facilities registered with the Board.

2. A retailer may deliver from its registered warehouse facility to:

- their own licensed premises; and if their liquor license permits;
- to on-premises wine and/or spirits retailers; and
- to other registered warehouse facilities.

Requirements

1. (1) Each retail liquor licensee having a warehouse facility where they intend to receive wine and/or spirits must register their warehouse facility with the Board by submitting the following information:

- Documentation that shows the licensee has a right to the warehouse property;
- A sketch of the interior of the warehouse facility indicating the designated area the licensee will be storing product. There must be a physical barrier separating product purchased by different ownership entities. (Example: If ABC Grocery and My Grocery, each licensed to a different ownership entity, both lease space in a warehouse facility, the wine and/or spirits must be in separate areas separated by a physical barrier.)

2. Retail liquor licensees must keep the following records for three years:

- Purchase invoices and supporting documents for wine and/or spirits purchased; and
- Invoices showing incoming and outgoing wine and/or spirits (product transfers).

How to Register your Warehouse Facility

Submit a letter to the Licensing and Regulation Services division requesting registration of your warehouse facility. Submit the documentation listed in the “Requirements” section above.

Address

WSLCB Licensing and Regulatory Services Division

PO Box 43098

3000 Pacific Avenue SE

Olympia, WA 98504

When the WSLCB Licensing Division receives the request:

- Licensing staff will review the request and required documents. If any documentation is missing staff will contact the licensee for additional documents and/or information.
- When all documents are received, staff will enter the warehouse facility information into the licensing system and send a letter to the licensee informing them the warehouse has been registered with the Board.

Contact Information

For specific questions, please contact WSLCB Customer Service, at 360-664-1600 or www.liq.wa.gov.