



Apply for a Household Move Permit

How to Guide

Apply for a Household Move Permit



This table of contents is clickable; To access the sections, click each title. The home icon at the top right of each header will redirect you to this page.

Table of Contents

1. [Household Move Permit](#)

Purpose

After reviewing this document, you will be able to:

- Complete and submit an Individual Household Move Permit form in the LCB Portal.
- Access your permit in your email inbox.



01/ Household Move Permit



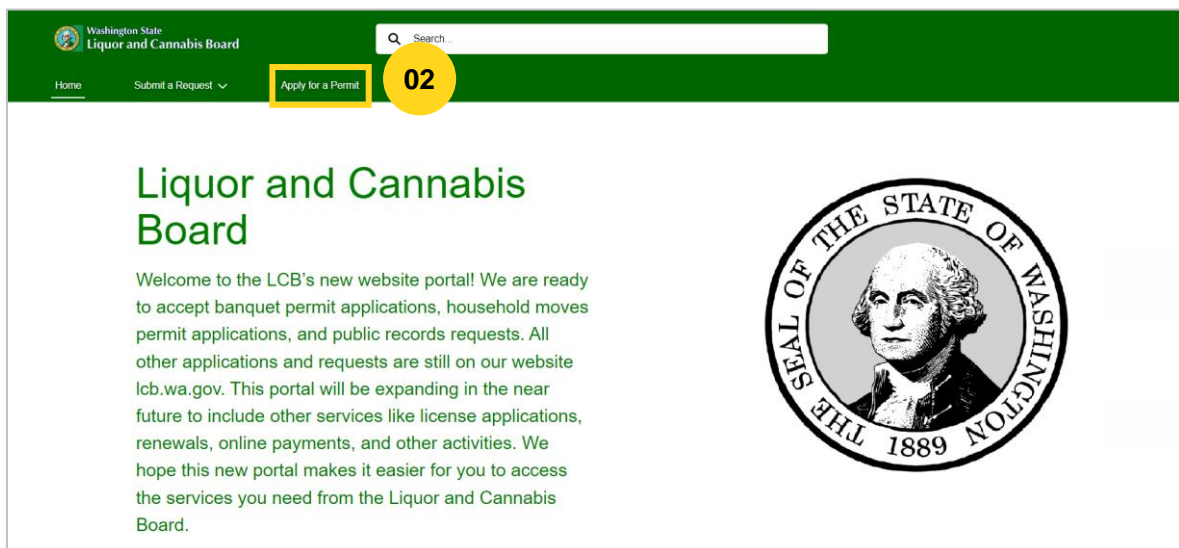
What is it?

A Household Move permit authorizes individual importation of personal alcoholic beverages to a Washington State address as part of a household move.



How do I apply for a Household Move Permit?

- 01 Access the **LCB Portal** from this URL: [Home](#) (site.com).
- 02 From the LCB Portal homepage, click the **Apply for a Permit** tab.



You do not need to create an account in the LCB Portal to apply for a Household Move Permit.



01/ Household Move Permit

03 Click the icon next to the Household Move Permit description.

04 A checkmark icon is displayed next to the Household Move Permit description. Click the **Next** button to continue.



The **Steps** section shown on the right navigation indicates the total number of steps required to complete this transaction. As you complete one step and move to the next, you can see your progress.



01/ Household Move Permit

05 Complete the following fields and click the **Submit** button:

- **First Name**
- **Last Name**
- **Email Address**
- **Confirm Email Address**
- **Address**
- **City**
- **Zip**
- **Phone Number**
- **# of Spirits (bottles):** Fill with a numeric number. Use “0” (zero) if does not apply.
- **# of Wine (bottles):** Fill with a numeric number. Use “0” (zero) if does not apply.
- **# of Beer (bottles):** Fill with a numeric number. Use “0” (zero) if does not apply.
- **# of Hard Cider (bottles):** Fill with a numeric number. Use “0” (zero) if does not apply.

Household Moves Permit Form

05

Steps

- Permit Application
- Household Moves Permit Form**
- Confirmation

*First Name Middle Initial

*Last Name

*Email Address *Confirm Email Address

If you do not have an address in the state of Washington, please provide your local military base address.

*Address

*City *State *Zip

*Phone Number

*# of Spirits (bottles) *# of Wine (bottles)

*# of Beer (bottles) *# of Hard Cider (bottles)

Submit

05



01/ Household Move Permit



- Note that the **State** field is set to Washington State (WA) by default. The address you need to use is the one that the alcoholic beverages are being shipped to in WA.
- If you are a military member moving from overseas and do not yet have an address, use your Washington Military base's address.

Note 1: All fields with a red asterisk (*) are required to complete the transaction. In case of inactivity, you will be automatically logged out after 30 minutes and will need to start over.

Note 2: If the email addresses do not match, this warning message will appear and you cannot continue the process until you enter email addresses that match.



Confirm Email Address should be the same as Email Address.

06

Once you click the **Submit** button, a confirmation message will be displayed on the screen. Here you can find the permit number.

Confirmation

Your Permit has been generated successfully. You will receive an email shortly with your issued permit. Your permit number is 23-04-000046.

Please check your junk mail if you did not receive an email.

06

Steps

- ✓ Permit Application
- ✓ Household Moves Permit Form
- Confirmation

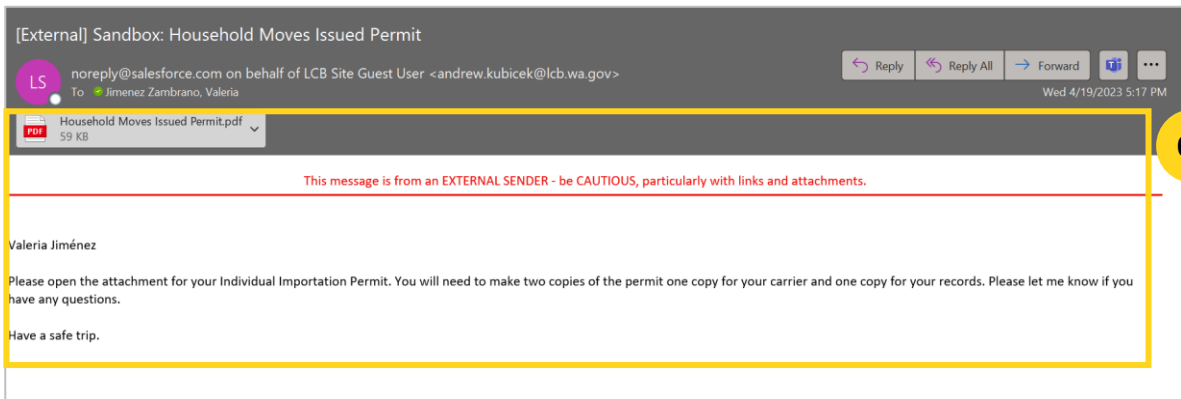
[Return to Home](#)



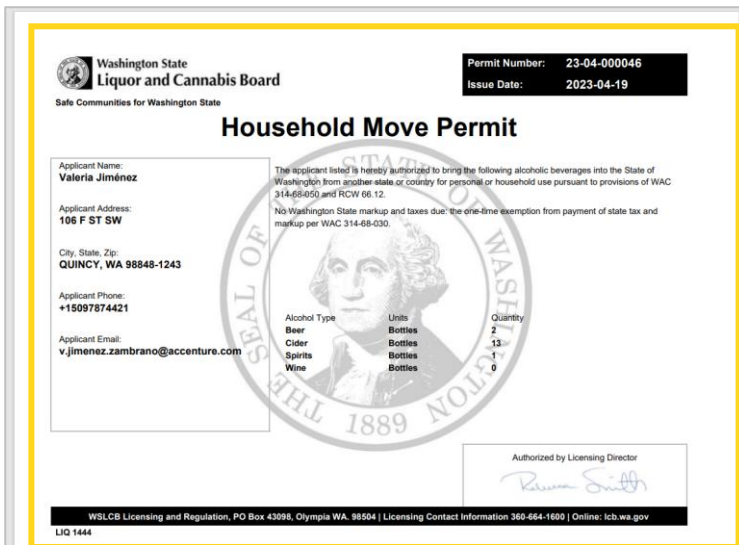
01/ Household Move Permit

07

You will receive an email from LCB (noreply@lcb.wa.gov) at the email address you added in the Banquet Permit form. You can review and download the attached Individual Importation Household Move Permit from the email.



07



07



If you do not receive the email, check your junk email. If the details of your permit need to be updated, reapply for the permit with the updated details.



IT Support Contacts



Email: servicedesk@lcb.wa.gov



Phone: +1-360-664-1776