



Please see instructions below for nonprofit webinar starting at 2:00 pm.

- Please choose the option to call in or have WebEx call you.
- We will not be using the “raise hand” feature.
- Please use the chat instead by clicking on the talking bubble icon on the top right of your screen.
- Staff will be monitoring your questions that come in via chat.
- Please send your questions via the chat to either LCB 1 or LCB 2, and we will address them either during the presentation or after it is concluded, just stay on your phone line after the slide portion of the presentation is concluded.



Creating Successful Events with Alcohol in WA State

Special Occasion Licenses & Non-Profits

Working with promoters

Manufacturers and Distributors

Wine Walls

Raffling alcohol

Banquet Permits and Caterers

Cannabis at events



Public Safety

- Liquor may not be sold, served, or supplied to anyone under 21 years of age.
- Intoxicated persons may not consume, possess, or purchase liquor.
- Disorderly conduct is not allowed.
- No sales, service or consumption between 2 a.m. and 6 a.m.
- Mandatory Alcohol Server Training (MAST) Permits are not required, but encouraged under Special Occasions or Banquet Permits.



Public Safety Laws

- You, as the special occasion liquor license holder, are responsible for the conduct of your patrons.
- Public safety violations can be criminally and administratively levied against the license holder.
- Sale of alcohol to a minor is punishable by a \$5,000 fine and/or a year in jail (maximum).
- Over-service, lewd conduct or disorderly conduct carry similar fines and penalties.
- Liquor officers, and state and local police have the right to inspect your premises.



Special Occasion License

Allows a non profit to sell or serve alcohol to raise funds up to 12 times per year.

Examples of events include fundraising dinners, gala events, auctions, and wine tastings.

The Non Profit group must be organized and operated for charitable, religious, social, political, educational, civic, fraternal, athletic, or benevolent purposes.



How Non-Profits apply

- Cost: \$60 per day, per location.
- Applications are available:
 - The WSLCB website at www.lcb.wa.gov
 - By calling the WSLCB at (360) 664-1600.
- Mail your completed application and fee **45 days** before your event to:
 - Washington State Liquor and Cannabis Board
 - P.O. Box 43085
 - Olympia, WA 98504-3085



Local Authority

- The WSLCB is required to notify the city or county authority (i.e. mayor) of the date, time, and location of your event.
- State law (RCW 66.24.010) gives the local authority 20 days to respond with an approval or objection to your application.
- If they do not have the full 20 days, we cannot issue your license without their approval.



Proceeds from Liquor Sales

- All proceeds from the sale of liquor must go directly back into the non-profit organization.
- The proceeds may not be paid directly or indirectly to members, officers, or trustees of the organization.
- The organization may compensate members, officers, or trustees for services they perform at the event at the prevailing market rate.



Public and Civic Events

1. **Special Occasion Event** - Strictly Non-Profit event.
 - This event is organized and developed **solely** by the non-profit.
 - The non-profit obtains the proceeds of entire event.
 - Industry members may NOT sponsor an event held by the non-profit if that non-profit holds a special occasion liquor license.



Public and Civic Events

2. Public and Civic Event - Event Coordinator- event is introduced and developed by an Event Coordinator.

- Any individual or organization may organize a public event.
- A Non- profit may be **invited** to be present as a special occasion licensee, all proceeds from the sale of alcohol are retained by the non-profit.
- Industry members (alcohol manufacturers and distributors) may sponsor public and civic events. Event Coordinators may not sponsor alcohol related activities such as beer gardens.
- *See WAC 314-52-130 for additional rules.*



Non Profit Events

Working with Promoters

- Non- profits may have a 3rd party person promote their event.
- A promoter or for-profit company **may not** “buy” your license in order to have alcohol at an event.
- Promoters are considered employees of the non-profit. The non-profit is responsible for what the promoter does.
- Tickets to the event are ran and collected by the non-profit. **The promotion company may not sell tickets that include alcohol.**



Non Profit Events

Working with Promoters continued.....

- Alcohol distributors/or manufactures may not give funds directly or indirectly to the Special Occasion Licensee or their employees.
- Promoters may not accept sponsorship dollars for the Special Occasion licensee holder.
- Promoters may not accept alcohol product.



Alcohol at the Event

- You may not advertise or sell alcohol below cost.
- You may not make awards or gifts of alcohol.
- If the event is held at a liquor-licensed location, the licensee may not sell or serve their liquor in the same room to event guests (*law doesn't allow two licenses at the one location*).
- only alcohol from a licensed manufacturer may be sold at a public event--no homemade alcohol may be sold or served.



Beer, Wine & Spirits

- Alcohol may be **purchased** from:
 - Any licensed distributor
 - Manufacturer (winery, brewery, distillery)
 - Or retailer = at retail price

- Alcohol may be donated by a winery, brewery, distillery, or spirits from a spirits distributor if your organization is registered as a “501 (C) 3 ” or a “501 (C) 6” and you provide a copy of your IRS letter to the WSLCB.



On Premise Sales

- You may sell spirits, beer and wine by the individual serving, or sell bottles of wine for on premise consumption.
- On Premise sales can be made either by cash bar or in ticket sales prior to the event.
- Ticket sales must include the exact amount of drinks the guest is getting and the cost must be covered in the price of the ticket.
- Enforcement Officers have the right to ask for a breakdown of the ticket cost to confirm how much is being charged for alcohol.



Off Premises Sales

- Special Occasion Licensees may sell beer, wine and spirits by the manufacturer sealed bottle for off – premises consumption with approval from the Board.
- Off-premises sales and live auctions must be in **conjunction with on-premises beverage sales.**
- Silent auctions do not require on-premises sales, but do require a Special Occasion License.
- Auctioned alcohol can not be consumed at the event.



Ring Toss's and Wine Walls

- Ring Tosses & Wine Wall are considered a “sale” of alcohol, therefore you need a Special Occasion license to have one at your event.
- Alcohol can't be sold for less than wholesale cost under a Special Occasion license, therefore the ticket must cost as much as the most expensive bottle they might get.
- You must consult with the Gambling Commission about Raffles, Wine Walls and Ring Tosses.



Raffles

- Raffles of alcohol cannot be conducted at a public event.
- A raffle of alcohol can only be done with your nonprofit members.
- You must apply for a raffle permit with the WSLCB.
- You can apply for a one-time permit or an annual raffle permit.
- Again, you must consult with the Gambling Commission about Raffles, Wine Walls and Ring Tosses.



Manufacturers and Distributors

- May accept returns and refunds of unused product, if they choose to.
- May accept payment for product **immediately** following event (winery/brewery/distillery).
- May pay booth fees (winery/brewery/distillery).
- May provide product education at event (must have Agent's license if distributor, brewery, distillery, COAs or winery's indirect employees).
- May provide branded promotional items (nominal value).



Manufacturers and Distributors continued.....

- Cannot have on duty employees drink alcohol during the event.
- Cannot have brand naming rights to beer garden.
- Cannot be the exclusive supplier to the event.
- Cannot sell to the public.



Goods or Services

Manufacturers or distributors may not provide goods, services or money to special occasion licensees, except for:

- Draft beer or wine dispensing equipment.
- Advertising services paid to 3rd party.
- Wineries and distilleries may pour at special occasion events.
- Breweries may only pour at beer tasting exhibitions or beer judging events.
- Distributors may never pour at events.



Banquet Permitted Events

A banquet permit allows the service and consumption of liquor at a private, invitation-only banquet or gathering held in a public place or business. The events may not be advertised to the public, or on social media websites that the public can see.



Banquet Permitted Events

- Cost: \$10
- The permit must be completed and purchased on-line at :
<http://www.lcb.wa.gov/licensing/banquet-permits>
- If you accidentally purchase, make a mistake, or your banquet permit event gets cancelled, there are no refunds given.
- Applicant will receive two emails after finishing online application process.
 - Receipt
 - Actual attachment with permit that needs to be posted at the event.
- Make sure to read guidelines for Banquet Permits carefully online.



Banquet Permits

- The liquor must be provided free of charge, or brought by individuals attending the event. No separate or additional charge may be made for liquor, and donations cannot be accepted.
- Liquor must be purchased from a retail store at full retail price.
- You must obtain any required permits from local authorities when you host an event in a public place.



Having a Caterer

- As a nonprofit you may hold an event open to the public and hire a licensed liquor caterer to do the alcohol.
- This allows a liquor licensed caterer to bring their liquor to a non-liquor licensed location to sell to event guests.
- A caterer may only do events open to the public if a nonprofit is putting said event on.
- If the non-profit hires a caterer, the event is under the catering license and a Special Occasion is **not** allowed.



Washington State Liquor and Cannabis Board





CANNABIS AT EVENTS

- Cannabis is not allowed at events
- Cannabis may not be donated
Cannabis may not be auctioned, sold
or gifted at any event
- By law, Cannabis cannot be
consumed in public



CANNABIS BUSINESSES AND SPONSORSHIP TO NONPROFITS

- A licensed cannabis business can donate money to your charity. However, it cannot be in conjunction with an alcohol related event.
- Cannabis businesses cannot have a sale promoting that the proceeds will go to a specific charity.
- A nonprofit can thank a cannabis business for a donation, as long as it has nothing to do with a liquor licensed event.



Washington State Liquor and Cannabis Board

- This concludes the slide show portion of the webinar.
- If you have not already, please send any questions via the chat to LCB 1 or LCB 2, and we will start addressing them momentarily.
- We will have the presentation available on our website after today's presentation has concluded.
- In one week to ten days we will post the questions and answers on our website that we answered in today's webinar.
- There will be an evaluation survey after the event and we would appreciate your feedback to help us improve future sessions.

Resources

WSLCB Main CS line – 360-664-1600
www.lcb.wa.gov for applications and
information on MAST



***Thank you...we wish
you success and
Thank you for
participating!***