

Instructions To Complete an Application for a Permit to Purchase, Import or Transport Grain Alcohol

An application which is not properly completed and executed or which does not contain all the information required will be returned to the applicant without action by the Bureau.

Signing of application:

- If applicant is an individual, the application shall be signed by the applicant, using full name;
- If a partnership, the business name of the partnership must be provided followed by the signature of the partner authorized to sign for the partnership;
- If a corporation or other legal business entity, the legal name of the entity must be provided followed by the signature, name and title of a duly authorized person to sign on behalf of the business entity.

Other requirements:

- Application must provide the complete and exact location of the place of business of the applicant;
- Application must provide the specific location of locked storage area used by applicant to secure the grain alcohol to be purchased, imported or transported on the premises. (e.g. locked cabinet in the basement etc.)
- Application must state the sole purpose for which the grain alcohol is to be used.

Other:

- **Tax Free Permit.** Legitimate users of tax free alcohol, such as schools, colleges, state institutions and hospitals, must first apply for and secure a Tax Free Basic Permit from the Alcohol and Tobacco Tax and Trade Bureau (TTB). You can obtain this form from the TTB's website at www.ttb.gov or use their website to file for the permit online.
- **Duration of Permit:** Permits are issued on a calendar year basis. The Bureau will notify you by email to renew your permit so a valid email address is mandatory. **Note:** If an email address is not provided, the Bureau will not send a reminder to you to renew this permit.
- **Completion of form.** For your convenience, this form is a fillable Adobe PDF document. You can complete on screen and then print for mailing. If completing by hand, the form must be legible, so print clearly. Illegible forms will be returned without processing.

Send completed application to: Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, ME 04333-0008
Email Inquiries: MaineLiquor@Maine.gov
Telephone Inquiries: (207) 624-7220



STATE OF MAINE
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

For Bureau Use Only	
Date Received: _____	
<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
Permit #: _____	
Date Issued: _____	

Application for a Permit to Purchase, Import or Transport Grain Alcohol

Section 1. Name of Applicant:

A. For applicant who is an individual or sole proprietor:

Full Name: _____
Street Address: _____
City, State, Zip: _____
Date of Birth: _____
Email: _____ Telephone: _____

B. For applicant who is a business entity (corporation, limited liability company):

Legal Name: _____
DBA/Trade Name: _____
Street Address: _____
City, State, Zip: _____
Email: _____ Telephone: _____
Name of Principal Manager/Officer who will have direct management or supervision over alcohol to be purchased, imported or transported: _____
Date of Birth of Principal Manager/Officer: _____

Section 2. Information on alcohol to be purchased, imported or transported:

A. Is the grain alcohol to be purchased, imported or transported: Tax Free Tax Paid
If tax free, please provide Federal Permit Number: _____

B. Name of grain alcohol to be purchased, imported or transported (e.g. Everclear):

C. Estimated amount of grain alcohol to be purchased, imported or transported over permit period:

Number of 9 liter cases: _____ or

Number of gallons: _____

D. The grain alcohol to be purchased, imported or transported will be used solely for the following purpose:

E. Location where the grain alcohol to be purchased, imported or transported will be stored: (choose all that apply)

Complete street address: _____

City, State, Zip: _____

Locked Cabinet Locked Storage Area Locked Closet

Basement Secured warehouse

Other, be specific: _____

Section 3. Execution of Application:

A. For applicant who is an individual or sole proprietor, the signature of the individual or sole proprietor named in Section 1.A of this application:

Signature

Date

B. For applicant who is a business entity, the signature of the duly authorized person of the entity named in Section 1.B of this application:

Signature

Date

Printed Name and Capacity:
