

MEMORANDUM

TO: Calvert County Liquor License Holders

FROM: Linda Tayman
Calvert County Liquor Board

SUBJECT: 2019 Renewals

DATE: May 6, 2019

Enclosed you will find a renewal application for 2019. Please complete the entire application and return to me at the Liquor Board, 175 Main Street, Courthouse, Prince Frederick, Maryland 20678 no later than June 7, 2019. You can also return the form to me by email ltayman@davisupton.com. The form must be notarized. The form must include email addresses and contact phone numbers of all licensees and manager(s).

Licenses can be picked up at the Treasurer's Office located in the Courthouse beginning June 24 through June 28, 2019. Please make your check payable to the Calvert County Treasurer. If you have questions about your license fee, please give me a call or send me an email. **DO NOT MAIL YOUR CHECK WITH THIS RENEWAL APPLICATION. You must pay for the license when you pick it up.** Failure to pick up the license prior to June 28, 2019, at 4:30 p.m. could result in the immediate suspension of your license beginning July 1, 2019.

The Board would like to remind everyone that, pursuant to Section 25 of the Rules and Regulations Relating to Alcoholic Beverages in Calvert County:

“Each license holder is responsible for ensuring that at least one individual who has completed an approved alcohol awareness program is present upon the licensed premises during hours when alcoholic beverages are sold. Evidence of the certification must be made available if requested by the Board or its authorized representative. In the discretion of the Board, this provision shall not apply in circumstances in which volunteers may provide services to clubs or other charitable organizations.”

In addition, if you sell beer by the keg, the Board requires that keg books are kept at each establishment for inspection by the Board, at its request.

Please be sure that all taxes are current, including real estate taxes and Comptroller of Maryland.

The Board must be notified immediately if management of the licensed establishment changes.

Failure to comply with either of the above requirements will be considered a violation by the Board and penalties imposed accordingly.