



DEPARTMENT OF THE TREASURY  
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU  
550 Main Street, Suite 8002  
Cincinnati, Ohio 45202

5020210

## WHOLESALE (ALCOHOL) INFORMATION

As requested, we are enclosing the necessary forms for your use in applying for a wholesaler's basic permit. **Please be sure to provide an Email address, when you submit your paperwork, for contact purposes. This will enable us to notify you when we receive your application and possibly process your paperwork more quickly.**

ATF Form 5100.24, Application for Basic Permit Under the Federal Alcohol Administration Act, must be completed following the instructions attached to the form.

If the application and/or supporting documents is signed by someone other than those individuals listed in Item 9 on the application, ATF Form 5000.8, Power of Attorney, must be used.

If an individual listed on the application is a citizen of a foreign country, has lived in a foreign country within the last ten years, or has association with a foreign country, please complete the enclosed Personnel Questionnaire, TTB Form 5000.9.

A legible photocopy of the Driver's License or official State ID card of the primary contact person who will be interviewed by phone by TTB regarding the application must also be submitted.

If the premises to be used for this operation are eligible for the National Register of Historic Places, you should not begin construction or remodeling until you have contacted the State Historic Preservation Officer (see enclosed information).

The alcohol regulations can be found on our website [www.ttb.gov](http://www.ttb.gov). Click on "Code of Federal Regulations" under "Laws & Regulations" in the 'Information by Topic' area and select Part 1 for the basic permit requirements under the FAA.

Please provide the information requested in Item 15 of the application and daytime telephone number in the event we need to contact you about your application. If you have any questions, please contact this office at 513-684-3337 or 1-877-882-3277.

Enclosures

## **NEW WHOLESALER (ALCOHOL) APPLICATION CHECKLIST**

### ***To be filed with the NRC (Cincinnati, Ohio)***

- Application for Basic Permit, Form 5100.24
- Signing Authority:
  - Power of Attorney, Form 5000.8, if necessary
- Personnel Questionnaire, Form 5000.9 (if applicable)
- Statement advising that the premises is covered under the National Historical Preservation Act (if applicable)

### ***To be filed with IRS***

- Application for Employer Identification Number, Form SS-4