



Illinois Liquor Control Commission

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Illinois General Distribution/Wine Distribution

- Three Tier State
- Direct Shipment Permit State
- Limited Self Distribution Rights

Top Tier Licenses

Illinois Manufacturer Licenses

- Distiller (\$3600)
- Rectifier (\$3600)
- Brewer (\$900)
- First Class Wine Manufacturer (\$600)
- Second Class Wine Manufacturer (\$1200)
- First Class Wine Maker (\$600)
- Second Class Wine Maker (\$1200)
- Limited Wine Manufacturer (\$120)

Top Tier Licenses (continued)

Non Resident Dealer (NRD)

1. Out of State Manufacturer/agent
2. Primary US Importer/agent

- Must sell to foreign importer or importing distributor.
- Business location may be inside Illinois

Fees: \$270 >500,000 gallons
 \$90 <500,000 gallons

Top Tier Licenses (continued)

Foreign Importer

- Business must be located in Illinois
- Product must be warehoused in Illinois
- May import from unlicensed overseas manufacturer
- Must obtain Federal COLAs and Basic Permit
- May be held by a Distributor
- Must purchase US domestic products from NRD

Fees: \$25 (in addition to other Distributor license fees)

Second Tier Licenses

- Distributors
 - Distributor (General – within State) (\$270)
 - Importing Distributor - only issued to Illinois Distributors (\$25)

General licensing procedures

■ Manufacturers

■ Distributors

Application process:

1. Obtain Federal Basic Permit and Label Approvals - Call **800-937-8864** or visit the web at **ttb.gov**.
2. Contact local jurisdiction for licensing requirements.
3. Obtain FEIN by calling **800-829-3676**.
4. Obtain an Illinois Business Tax (IBT) number by calling **217-785-3707** or visit **tax.illinois.gov** (click on **“For Businesses”** and then **“Business Registration”**).
5. To register as a corporation or LLC, contact the Illinois Secretary of State at **312-793-3380**.

*Once above is completed,
you can begin completing the
Illinois liquor license application*

Submissions for Manufacturers, Non-Resident Dealers, Foreign Importers:

1. Completed application.
2. Federal Label Approvals
3. Copy of **Federal Basic Permit**.
4. Registration Statement — if applicable (download form at www.state.il.us/lcc).
5. Appointment letter for agent NRDs
6. Original bond issued by Illinois Dept. of Revenue (not for NRDs).
7. Bond fund questions? Call 217/782-6045.

Stand Alone Registrations (without application):

Mail In the following:

1. Registration Statement -(download form at www.state.il.us/lcc).
2. Cover Letter – state whether registration is for a new label, label revision, new distributor, etc.. Also include e-mail contact information.
3. Federal Label Approvals
4. Appointment letter for agent NRDs (if the NRD has not been previously appointed for the brand.
5. New on-line process (expected by end of 2009)

Required for Distributor's License:

Submit the following to ILCC

- State Application
 - Basic Permit
 - Lease (Warehouse Location)
 - Illinois Business Tax Number
 - Federal Employee ID
 - Bond Form
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- Inspection Required (takes a 2-4 weeks)
 - Separation of Office/Warehouse is allowed
 - Issued to the address on the Basic Permit (preferably where the liquor is stored).
 - License will not be issued to a private residence even with local zoning approval.
 - Original Illinois Dept. of Revenue (IDOR) bond form.

Revenue Bond forms (Required for 1st and 2nd Tier Licensing)

- **RL-1 Liquor Tax Statement of Liability:**
 - \$1000 cashier's check payable to IDOR (may be adjusted after the first year);
 - CD opened in your business name;
 - Check usually released after two years.
- **REG-4-D Irrevocable Letter of Credit Bond:**
 - Obtained through a bank;
 - Signed by bank officer with bank's seal.
 - Approval by IDOR is required;
 - Can take up to 5-7 business days.

Revenue Bond forms (cont'd.)

- **REG-4-A Financial Responsibility Bond:**
 - Obtained through insurance company;
 - Requires signature, power of attorney, company seal.
 - Approval by IDOR is required;
 - Can take up to 5-7 business days
- **Miscellaneous Tax Division:**
 - Verifies bond information;
 - Notifies ILCC of bond approval.

Required for a Direct Wine Shipper's License (approx. 2 weeks)

- In-State/Out-of-State Makers of Wine
- Direct Ship to Consumers
 - Up to 12 cases per year per adult resident
 - Shipping requirements include “over 21” signature and identification requirements.
- Fees
 - <250,000 gallons per year = \$150.00
 - Between 250,000 and 500,000 = \$500.00
 - >500,000 gallons per year = \$1000.00
- Application requirements (Out-of-state wineries)
 - Out-of-State wine makers license
 - One Permit per license (Custom Crush example)
 - Label approvals (if not already approved)
 - Tax Bond Requirement = \$1000.00 (must call the ILCC to determine if new bond is needed).
 - Registration Statement

Self Distribution (to retailers) Exemption

- Eligibility - In-State Wine Maker or Out of State Winery Holding Direct Shippers License
- Small Wineries – Produce less than 25,000 gallons annually
- Distribute not more than 5,000 gallons to retailers annually
- Must file a simple exemption form with ILCC

Questions on
any of today's
topics?

Call the Illinois Liquor
Control Commission
at 312-814-2206