



Dear Licensees in Charles County, Maryland:

During meeting of the Charles County Board of License Commissioners (Liquor Board) on Thursday, May 21, 2020, the Board approved a REVISION to their Rules governing the implementation of Governor Hogan's Emergency Order 20-03-19-02 regarding EXPANDING ALL ALCOHOL BEVERAGE DELIVERY AND CARRYOUT SERVICES, in Charles County, Maryland.

The attached AMENDED RULE and FORMS have been approved by the Board. If you:

1. Do not already hold a license with an "OFF SALE" provision and intend to offer CARRY-OUT of alcoholic beverages, please complete the "Carry Out Registration Form."
2. Intend to DELIVER alcoholic beverages, please complete the "Delivery Registration Form".
3. Do not already hold a license with an "OFF SALE" provision and intend to both offer CARRY-OUT and DELIVERY services, please complete BOTH forms.

Upon submission of the completed form by email to BaileyL@CharlesCountyMD.gov you may commence carryout and/or delivery in accordance with the Board's Temporary Rule 20-21.

If you have any questions, please feel free to email me.

Best regards,

Lisa Bailey, Clerk
Board of License Commissioners

OFF-PREMISES DELIVERY WRITTEN CERTIFICATION

The Board of License Commissioners for Charles County requires that anyone purchasing alcoholic beverages must be twenty-one (21) years of age or older, and show proof of age, regardless of age. In order to comply with this rule, we ask that you please complete the section below.

I DECLARE THAT I AM THE LEGAL AGE TO PURCHASE FERMENTED MALT BEVERAGES OR INTOXICATING LIQUOR, AND THAT I AM SUBJECT TO ARREST AND PROSECUTION FOR MISREPRESENTING MY AGE.

TO BE COMPLETED BY PURCHASER

Print Full Name: _____

Street Address for Delivery: _____

City: _____ State: _____ Zip: _____

Signature: _____

TO BE COMPLETED BY DELIVERY PERSON

PURCHASER'S IDENTIFICATION SHOWN:(one of the following)

Drivers License #: _____

MVA ID Card #: _____

Valid Passport #: _____ Military ID Card #: _____

Alien Registration Card #: _____

DESCRIPTION OF PURCHASER:

Height: _____ Weight: _____ Hair Color: _____

Color of Eyes: _____ Date of Birth: _____

Delivery Person Print Name & Signature: _____ / _____

Description of Items Sold: _____

DATE: _____ TIME OF SALE: _____

TO BE FILED WITH THE LICENSEE AND KEPT ON THE LICENSED PREMISES FOR TWO (2) YEARS



Charles County Board of License Commissioners

Guy N. Black, Chairman
William "Bill" Winters, Vice Chairman
Matthew Darden
Kathleen C. Quade
Frederick G. Scott

Danielle Mitchell
Associate County Attorney

Lisa Bailey, Clerk

Retail Delivery Registration Form

I/We hereby request a retail delivery permit for:

Licensed Establishment Name

I/We hereby attest that:

- I/We have read Rules and Regulations of the Board of License Commissioners;
- I/We will not sell alcohol to people under the age of 21;
- I/We will not sell alcohol to people who are intoxicated;
- I/We will check IDs to ensure that the person who receives an order that includes alcohol is not under the age of 21;
- I/we will not leave alcohol on a doorstep, in a common area, or otherwise not complete a delivery to an individual responsible for the order;
- I/We understand that permission to deliver alcoholic beverages under Temporary Board Rule #2020-01 will be terminated once Maryland State of Emergency is terminated;
- I/We agree to use the Off-Premises Delivery Written Certification form provided by the Board of License Commissioners to satisfy the records requirement contained in the Temporary Board Rule #2020-01, Paragraph 4;
- I/We agree that all delivery drivers will be at least 21 years of age.

Printed Name of Licensee

Signature of Licensee

Date

Submit completed form to baileyL@charlescountymd.gov.
Licensees may commence delivery and once the form is submitted.



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Danielle Mitchell
Associate County Attorney

Lisa Bailey, Clerk

Carry Out Registration Form

I/We hereby request a retail delivery permit for:

Licensed Establishment Name

The Board of License Commissioners approved the Temporary Board Rule #2020-01 authorizing restaurants and bars that currently have an alcoholic beverage license with on sale privileges to sell alcoholic beverages for carryout or delivery while the Governor's order to close all restaurants and bars remains in effect.

By signing below, I am advising the Board that I intend to sell alcoholic beverages for off-premises consumption, pursuant to Temporary Board Rule 2020-01, and I agree to abide by all the terms stipulated in Temporary Board Rule #2020-01.

I acknowledge that the ability to effectuate sales of alcoholic beverages will expire when the emergency order to close restaurants and bars is terminated by the Governor, unless terminated earlier by the Board of License Commissioners.

Printed Name of Licensee

Signature of Licensee

Date

Submit completed form to baileyL@charlescountymd.gov.
Licensees may commence sales once the form is submitted.



Charles County Board of License Commissioners

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RULES AND REGULATIONS OF THE BOARD OF LICENSE COMMISSIONERS FOR CHARLES COUNTY, MARYLAND

ADOPTION DATE: March 20, 2020

REVISION EFFECTIVE DATE: May 21, 2020

**RE: IMPLEMENTATION OF ORDER of the GOVERNOR OF THE STATE OF MARYLAND
Number 20-03-19-02 – EXPANDING ALCOHOL BEVERAGE DELIVERY AND
CARRYOUT SERVICES**

REVISED TEMPORARY BOARD RULE #2020-01

1. An alcoholic beverage licensee with on sale privileges, shall register with the Board of License Commissioners in order to sell alcoholic beverages directly to consumers for off-premises consumption and/or deliver alcoholic beverages directly to consumers for off-premises consumption.
2. An alcoholic beverage licensee with off sale privileges, shall register with the Board of License Commissioners in order to deliver alcoholic beverages directly to consumers for off-premises consumption. Upon registration by the licensee, this rule shall serve as a letter of authorization for deliveries as required by Md. Alcoholic Beverages Code Ann. §4-507.
3. Sale and delivery of alcoholic beverages, to include mixed drinks, shall only be those alcoholic beverages contained in sealed containers, which is defined as bottles, cans, growlers, crowlers, and takeout cups with lids for off-premises consumption.
4. The licensee shall maintain a record of those alcoholic beverages sold or delivered for off-site consumption for a period of one (1) year.
5. The licensee or his/her designee, shall maintain current alcohol awareness certification by a provider approved by the State of Maryland and shall be on premises at the time any alcoholic beverages are sold or depart for delivery.
6. Third party delivery of alcoholic beverages, to include but not limited to Grubhub, DoorDash and Uber Eats, is **PROHIBITED**.

*Paragraph #3 was revised

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7. This Rule remains in effect until the state of emergency is terminated by the Governor, or an Executive Order by the Governor rescinds Executive Order 20-03-19-02.

8. Licensees are encouraged to promote responsible drinking and the prohibition on driving under the influence with their patrons.

9. All other regulations pertaining to holders of alcoholic beverage licenses in Charles County shall remain in full force and effect unless explicitly modified hereby.

DRINK RESPONSIBLY. DON'T DRINK AND DRIVE.

*Paragraph #3 was revised

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