

**LIQUOR COMMISSION
CITY AND COUNTY OF HONOLULU**

711 KAPIOLANI BOULEVARD, SUITE 600 • HONOLULU, HAWAII 96813-5249

PHONE: (808)768-7355 • FAX: (808) 591-2700

E-MAIL: liquor@honolulu.gov • WEBSITE: www.honolulu.gov/liq

MUFI HANNEMANN
MAYOR

DEWEY H. KIM, JR.
ADMINISTRATOR

MEMORANDUM

TO: LIQUOR LICENSEES

SUBJECT: SAMPLING ON LICENSED PREMISES - Form

Effective June 2009, the Liquor Commission, City & County of Honolulu, "Sampling On Licensed Premises" form has been revised.

PLEASE NOTE THE FOLLOWING:

- Please PRINT all information where noted.
- ALL areas of the form must be filled out.
- Forms are to be submitted at least three (3) business days prior to the event.
- Liquor Commission offices are closed Saturday-Sunday, and all City/State/and Federal holidays.
- If the Licensee has multiple locations, and the sampling will be held at each location, one (1) form must be submitted for each location, identified uniquely by premises liquor license number.
- Signature for "*Acknowledge Receipt and Understanding*" is that of the Licensee Applicant or Authorized Agent specific to the premises where the sampling is to be held at; not the signature of the sampling vendor.

IMPORTANT NOTE: If a violation occurs during the sampling, the licensee is responsible and will be cited, not the vendor handling the sampling.

REMINDER:

Assure that the vendor is fully informed of the Rules of the Liquor Commission with attention to the following:

- **Rule 3-82-38.18(b)** Samples of beer or wine will be limited to one (1) three-ounce (3 oz.) sample of each item per person. Distilled spirits limited to a single one-ounce (1 oz.) sample of each item per person.
- **Rule 3-82-38.18(c)** No minor shall be permitted to sample.
- **Rule 3-82-38.18(d)** No person under the age of eighteen (18) years shall serve liquor.
- **Rule 3-82-38.18(e)** A copy of the approval form shall be posted in the vicinity of the sampling area.
- **Rule 3-84-78.1(b)** No employee, while on-duty, shall consume liquor.

If there are any questions, please contact Charlene "Charlie" Takeuchi at 768-7366, or Cheryl Silva at 768-7365, or Dawn Makaula at 768-7304.