



City & County of Honolulu  
Liquor Commission  
Manager/Assistant Manager Authorization Letter

*This letter certifies that the applicant will be or is a Manager/Assistant Manager of the Licensed Premises.*

Date: \_\_\_\_\_

Full Name of Employee: \_\_\_\_\_

Licensed Premises (Trade Name/DBA): \_\_\_\_\_

Liquor License Number: \_\_\_\_\_

The named employee is authorized to register at the Honolulu Liquor Commission as a Manager/Assistant Manager to obtain a Blue or Purple Certification of Registration of the Licensed Premises mentioned above. *(Blue Liquor ID Cards are for Restaurants, Bars, Hotels, etc., Purple Liquor ID Cards are for Retail Stores)*

The employee is at least 21 years of age and will be required to successfully complete the Server-Training program and pass the examination administered by the Commission before he/she can apply for a new Certificate of Registration (Liquor ID Card) or be permitted to renew an expired Certificate of Registration (Liquor ID Card).

\_\_\_\_\_  
Owner/Officer (Print Full Name)

\_\_\_\_\_  
Signature

(      )  
\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address