

Second Quarter 2014

# LIQUOR NEWS

## Honolulu Liquor Commission

City & County of Honolulu • 711 Kapiolani Blvd., Suite 600 • Honolulu, HI 96813

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- Gross Liquor Sales (GLS)
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### IMPORTANT DATES

**Licensee "How To" Training**  
June 27, 2014 (see page 2 for details)

**License Renewal** New liquor licenses must be displayed by July 1, 2014.

**Gross Liquor Sales (GLS)** reports due July 31, 2014

Our offices will be closed on July 4 (Independence Day), August 15 (Statehood Day), & Sept. 1 (Labor Day) (Replacement Server-Training class will be offered on Thurs., 9/4)

### New Website Coming Soon

Please visit our new website!  
[www.honolulu.gov/liq](http://www.honolulu.gov/liq) Read about our agency, new rule changes and obtain forms and other documents online! [Click Here for Hearings Highlights.](#)



### Message from Chairman Michael Yamaguchi

As we prepare to start the new license year, on behalf

of the Commission I want to express our appreciation that significant time is being devoted to helping licensees to operate responsibly and within the requirements of the liquor laws and rules, while conducting robust operations in a challenging economic environment. In this vein, we encourage licensees and the community to use the great resource that our agency personnel represents to further this goal, and to encourage suggestions on how the Commission and the agency can better serve our licensees and the community.

Aloha Kakou, Chairman Michael Yamaguchi



### Liquor License Renewal Update

Thank you to all who have submitted their liquor license renewal applications early. We appreciate the effort and timeliness. If you have not yet submitted your application, it's imperative you do so. Your new license must be displayed on July 1st.

Call or email us with any questions.

**Ph. 768-7323**

**Email: [liq-renewal@honolulu.gov](mailto:liq-renewal@honolulu.gov)**

## GROSS LIQUOR SALES (GLS) Reports Due



As the current fiscal year nears its end, this is a reminder that in addition to the renewal of your liquor license, the deadline to file your annual gross liquor sales (GLS) report will soon be around the corner.

**Deadline: Thursday, July 31, 2014.**

The GLS forms will be mailed with instructions after Kamehameha Day (June 11<sup>th</sup>). In lieu of filing a hardcopy GLS report, we recommend that you file your GLS report online.

The filing of your GLS report online requires a password. For newly issued licenses and GLS accounts not previously accessed online, a generic password will be mailed to you with your GLS forms packet. These generic passwords must be changed to a personalized password after accessing the account online. Detailed instructions will be posted on our website soon, go to: <http://www1.honolulu.gov/liq/licensing/report.htm>

For licensees that filed online last year, your self-created personalized password will remain unchanged.

If you are using Internet Explorer to view the GLS site online and having difficulty, go to "Tools", then "Compatibility View settings" and select the box: "Display all Websites in Compatibility View."

***Please file your GLS reports on time. If you need assistance, please call us. We're here for you.***

### ***Liquor Commission Auditing Team***

***Daniel (808)768-7320***

***Seng (808)768-7321***

***Akiko (808)768-7360 (Japanese Speaking)***

## Licensing "How To" Training

Thank you to all Licensees who attended our "How To" training in April. Participants received general information about renewing their Liquor License for the Fiscal Year 2015 and received an overview about reporting Gross Liquor Sales (GLS) from our Auditing Supervisor, Daniel Arakaki. Chief Investigator, Ken Takemoto spoke about how to report changes of directors, partners, officers, etc., making alterations to a licensed premise, community noise control and over-service (serving liquor to intoxicated persons). The class will be offered once again and will include additional information on how to submit your GLS online. **If you have previously attended our "How To" training and want to attend the GLS Online portion only, please feel free to do so, or request for the step-by-step instructions via email.**

### How To Training

**Date: Friday, June 27, 2014**

**Place: 711 Kapiolani Blvd., Suite 600**

**Time: 1:00 pm to 3:00 pm**

**(GLS online presentation 2:30pm-3:00pm)**

**RSVP by June 20.**

**Email:**

**[liq-training@honolulu.gov](mailto:liq-training@honolulu.gov)**

**or call 768-7331 or 768-7334**



### Training Agenda:

Update officers, directors, etc.

Making alterations to the licensed premises

Community noise control

Over-serving customers

Liquor License Renewal

Reporting Gross Liquor Sales (GLS)

**NEW!** GLS Online Presentation—learn to submit your GLS report online, it's EASY!