



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

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

ADOPTION DATE: August 12, 2021
EFFECTIVE DATE: July 1, 2021
EXPIRATION DATE: December 31, 2021

RE: TEMPORARY AUTHORITY FOR RETAIL DELIVERY BY OFF SALE LICENSEES

THE PURPOSE OF THIS TEMPORARY BOARD RULE IS TO ADOPT REGULATIONS TO AUTHORIZE THE DELIVERY OF ALCOHOLIC BEVERAGES FOR OFF-PREMISES CONSUMPTION IN ACCORDANCE WITH MD ANN. CODE ALC. BEV. ART. §4-507. TEMPORARY BOARD RULE #2021-01 AND #2021-02 REPLACE FORMER TEMPORARY BOARD RULE #2020-01.

TEMPORARY BOARD RULE #2021-02

1. 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. The filed registration form shall be deemed the required letter of authorization per §4-507.
2. A licensee may sell any alcoholic beverages authorized under their license.
3. A licensee shall only deliver alcoholic beverages if:
 - i. The individual purchasing the alcoholic beverage is at least 21 years of age and provides valid identification as proof of age at the point of delivery; AND
 - ii. The alcoholic beverage is delivered not later than 11:00 p.m.; AND
 - iii. Delivery of any alcoholic beverage is made by the licensee or the licensee's employee who is at least 21 years old and certified in an alcohol awareness program. Use of third-party delivery services is strictly prohibited; AND
 - iv. Alcoholic beverages shall not be delivered to another licensed premises or to an address outside of Charles County.

4. The licensee shall maintain a record of those alcoholic beverages delivered for a period of one (1) year.
5. Licensees are encouraged to promote responsible drinking and the prohibition on driving under the influence with their patrons.
6. All other regulations pertaining to holders of alcoholic beverage licenses in Charles County shall remain in full force and effect unless explicitly modified hereby.
7. This Rule remains in effect through December 31, 2021.

DRINK RESPONSIBLY. DON'T DRINK AND DRIVE.



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Angela French-Bell
Kathleen C. Quade

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REVISED 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 REVISED Temporary Board Rules #2021-01 and 2021-02 will terminate December 31, 2021;
- 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 REVISED Temporary Board Rules #2021-01 and 2021-02;
- 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.

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**