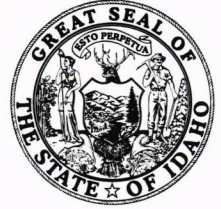




Colonel Kedrick R. Wills
Director

Idaho State Police

Service Since 1939



Brad Little
Governor

November 7, 2023

Dear City and County Clerks,

ABC has initiated multiple investigations into illegal catering businesses where an alcohol license is being utilized by an unaffiliated catering business to obtain a catering permit for a special event. Every license issued under the provisions of Title 23 is separate and distinct and no person except the licensee named shall exercise any of the privileges granted by such license. It's imperative that the applicant submitting a catering permit application is the licensee on record. A licensee can obtain a catering permit in the same manner they are issued a license to conduct business at their licensed premises. ABC understands this verification process can be an inconvenience when the licensee is from another jurisdiction. To speed up this process, cities and counties can send an email for licensee verification to abc@isp.idaho.gov or call 208-884-7060. Your attention and cooperation in this matter is greatly appreciated.

Furthermore, our office has had an influx of questions and concerns regarding catering permits for liquor, beer, and wine. Idaho Code Title 23-934(A)(B)(C) authorizes a catering permit for up to 5 days to a beer, wine, or liquor license holder issued by the city or county (if outside an incorporated city limits) in which the festival or event will be held.

- Permit can only be exercised by the licensee.
- Permit cannot be used on an already licensed premises.
- A catering permit is reviewed and approved by the city council or designee or the county commission or their designees.

The permit should include the name and address of the applicant, the dates and hours of the event, the address where the event will be held, and a fee of \$20 for each day of the event and shall not be refunded in any event.

Cities and counties require a review of the catering permit application and approval by the chief of police and chief of fire or sheriff and endorsed by the clerk of the city or county to ensure public safety.

A copy of all issued catering permits **must** be emailed to Alcohol Beverage Control at abc@isp.idaho.gov

If you have any questions, please do not hesitate to contact us.

Sincerely,

Captain Rocky Gripton
Bureau Chief
Alcohol Beverage Control Bureau

700 South Stratford Drive • Meridian, ID 83642-6202

EQUAL OPPORTUNITY EMPLOYER