CAFE LIQUOR PERMIT

QUICK REFERENCE GUIDE

Our goal:
To inform our permit holders and promote the safe service of alcohol.

Ned Lamont
Governor

Michelle H. Seagull
Commissioner

John J. Suchy
Director

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
LIQUOR CONTROL DIVISION
450 Columbus Blvd, Suite 901
Hartford, CT. 06103
Website: http://www.ct.gov/dcp/liquorcontrol
Legal Hours of Alcohol Service for a Café Permit

Monday through Thursday
9:00 a.m. to 1:00 a.m.
Friday and Saturday
9:00 a.m. to 2:00 a.m.
Non-alcoholic service 6:00 a.m. to 9:00 a.m.
Sunday
10:00 a.m. to 1:00 a.m.
Non-alcoholic service 6:00 a.m. to 10:00 a.m.

Prohibited
Premises are not to remain open during a suspension period.

Permit Definition
Refer to 30-22(a) of the C.G.S.

Permit Requirements

Permit Recorded
Each year your new permit must be filed with the town clerk’s office. The clerk will stamp the original permit and keep a copy on file. You will note that the permit is endorsed:

“This Permit is of No Effect Until Filed with the Town Clerk.”

Permit Framed and Hung in Plain View
Your liquor permit must be kept in a frame for protection and hung inside the premises so as to be visible to the public.

Permittee Sign
The permittee sign shall appear at all times adjacent to the main entrance of the permit premises in such a manner as to be visible from the sidewalk or street.

Example:

Michael Brooks
Permittee

Rubber Stamp
No permittee shall receive any liquor deliveries unless upon receipt the retailer affixes by rubber stamp or signs the invoice with information containing the trade name of retailer, the name of the permittee and the signature or initials of the recipient of the merchandise.

Example of rubberstamp:

Received By:
Main Street Café
Michael Brooks, Permittee
Date:______________________
By:_______________________

Liquor Invoices
A two (2) year record of liquor invoices must be maintained on the premises. Approval may be granted to keep the invoices off premises upon written request.

Liquor Storage
An approved lockable area must be maintained which is large enough to accommodate the liquor in stock.

Age Statements Forms
A permittee shall require any person whose age is in question to fill out and sign a statement in the following form. This form is only to be used in conjunction with identification shown. Completed Age Statement Forms must be maintained on the premises in alphabetical order.

Draught Beer
The beer lines of your tap system must be cleaned and recorded on a record card on a weekly basis. Pitchers cannot be sold to one (1) person. The tap lever must be of the same brand as being drawn from the keg (unless using a generic handle).

Liquor Bottles
Liquor bottles may not be refilled, even if the brands are the same. Liquor must be poured from its original container.

Prohibited Sales
Sale to Minors. (under 21 years of age)
Sale to Intoxicated person.
Sale before or after Legal Hours.
Sale to another liquor permit holder.

Note: You have the right to refuse sale if you suspect the patron is a minor or is intoxicated.

Smoking
Smoking of all kind is PROHIBITED, including all electronic nicotine delivery systems. Such systems include electronic (1) cigarettes, (2) cigars, (3) cigarillos, (4) pipes, (5) and hookahs. It also includes related devices, cartridges, or other components.

Employees
An employee may be sixteen (16) years of age but a server must be at least eighteen (18) years old to sell alcohol.

Daily Records
A Cafe permittee is required to keep on the premises or any portion thereof.

Food Requirement
Food must be regularly available for sale to customers for consumption on premises. Sandwiches, soups or other foods, whether fresh or processed, precooked or frozen.

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Juice Bars
The holder of your café permit should notify in writing the town’s chief law enforcement officer in advance of specific dates and hours of any scheduled event that involves the use of a juice bar or similar facility at permitted premises or any portion thereof.

Caterer Liquor Permit
A café permit holder may also hold a separate off premises caterer liquor permit. This allows for off-site catering of food and alcohol.

Drink Promotions
Drink promotions must apply to all patrons.