



**STATE OF NEW YORK
EXECUTIVE DEPARTMENT**

DIVISION OF ALCOHOLIC BEVERAGE CONTROL

STATE LIQUOR AUTHORITY

80 S. Swan Street
Albany, New York 12210

317 Lenox Avenue
New York, New York 10027

535 Washington Street
Buffalo, New York 14203

**The ABC's of the Alcoholic Beverage Control Law
Course Curriculum Outline**

Your License

- License Privileges & Restrictions
- Sale of Beer & Wine to Go
- Changes in License
- License Surrender, Transfer, & Renewal
- Availing of License or Unauthorized Corporate Change

Your Licensed Establishment

- Display of License
- Posting Signs
- Extension of Premises
- Alterations
- Bars (Stand Up/Service/Additional)
- Bars (Temporary Portable & Service)
- Inspection
- Books and Records
- Private Parties

Your Responsibilities . . . Employment & Employees

- Employment of Felon
- Employment of Minor
- Restrictions on Employees (Age/Duties)

Your Responsibilities . . . Underage Sales

- Age of Admission
- Preventing Direct & Indirect Delivery
- Acceptable Forms of Proof of Age
- Tips for Checking ID

Your Responsibilities . . . Sales to Visibly Intoxicated Persons

- Classic Signs of Visible Intoxication
- Tips for Preventing Sales to Visibly Intoxicated Persons

Your Responsibilities . . . Disorderly Premises

- Fights
- Excessive Noise
- Illicit Drug Activity
- Gambling
- Lewd & Indecent Behavior
- Responsibility for Areas in Front of and Adjacent to Premises
- Compliance with Local Laws
- Cooperating with Law Enforcement
- Documenting Problems
- Bouncer Training/Security Guard Law

Your Responsibilities . . . Other Provisions of Law

- Adulterating, Refilling, & Pre-Mixing
- Beer Taps – Brand Display
- Hours of Sale
- Unlimited Drinks
- Purchases from Unauthorized Source
- Gifts & Services From Wholesalers
- Credit Law
- Price Posting
- Civil Liability
- Smoking

The Consequences for Violating the Law

- Notice of Pleading
- Pleas
- Hearing Procedure
- Penalties