



## CLASS A LICENSE FACTS AND REQUIREMENTS

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- Must be a freestanding liquor retail outlet and sell only West Virginia product, wine, beer, non-intoxicating beer, tobacco-related products, and alcohol-related products (See “Other Key Definitions”).
- No limit on the number of retail outlets that can become a freestanding liquor retail outlet.
- Must not have direct access to another business and must be separate and apart from other businesses.
- Annual license fee is \$2,000.
- Owner(s), officers, partners or members **must** all be U.S. citizens of good moral character.
- License will expire on June 30, 2020.
- Must have a minimum of **750 square feet** of retail floor space, as measured by the Commissioner, devoted to the retail sale of West Virginia product, wine and non-intoxicating beer.
- Must maintain a displayed inventory of at least **four (4)** brands of each West Virginia product and sufficient quantities of displayed inventory and inventory to service consumer demands (See “Other Key Definitions”).
- All orders placed by a licensed retailer for West Virginia product must be placed via the WVABCA’s web or other internet-based ordering system. Therefore, the licensed retailer must have compatible computer systems and reliable high speed internet access.
- Licensees must contact the WVABCA IT Department to set up an online ordering account.
- The WVABCA shall not deliver a regular or special order for fewer than twenty-five (25) cases of West Virginia product or alcoholic liquors to a licensed retailer. Therefore, a licensed retailer must order 25 cases or more to receive the order on its delivery day.
- Licensees shall verify the accuracy of all delivered orders and acknowledge the verification of the order.
- Retail licensees may **not** sell liquor on Sundays, Christmas, or Election Day, or between 12:00 midnight and eight o’clock a.m. on weekdays and Saturdays.
- Licensees must periodically browse the WVABCA’s website for the most up-to-date information ([www.abca.wv.gov](http://www.abca.wv.gov)).