



Salesperson License Application

For information on manufacturer and wholesaler licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Salesperson Licensee That Works for a Beer or Wine Related Licensee

Pursuant to Public Act 129 of 2017 (MCL 436.1502), beginning April 15, 2018 a Salesperson license applicant that works for a licensee listed below as a Beer or Wine Related Licensee must submit with his or her application written documentation that the applicant has successfully completed a salesperson accreditation program approved by the Commission listed below. A Salesperson licensee that works for a company listed below must also submit acceptable proof of completion of a salesperson accreditation program no more than 120 days before renewing a Salesperson license. A Salesperson licensee that was issued a license under Administrative Rule R 436.1853 prior to April 15, 2018 must comply with the requirements of MCL 436.1502, including providing proof of completion of the a salesperson accreditation program upon renewing his or her Salesperson license, transferring the license to a different company, or applying for a new Salesperson license under a different company. *Please note: salesperson accreditation is not the same as server training for on-premises licensees - they are separate programs with different requirements.*

Beer or Wine Related Licensees

- Micro Brewer licensee
- Brewer licensee
- Small Wine Maker licensee
- Wine Maker licensee
- Mixed Spirit Drink Manufacturer licensee
- Outstate Seller of Beer licensee
- Outstate Seller of Wine licensee
- Outstate Seller of Mixed Spirit Drink licensee
- Wholesaler licensee
- A Broker licensee representing Beer or Wine Related Licensees only
- A Broker licensee representing Beer or Wine Related Licensees AND Spirits Related Licensees

Commission Approved Salesperson Accreditation Programs

Michigan Salesperson License Accreditation Program - mbwwasaleslicense.org

Michigan Brewers Guild's Michigan Salesperson License Accreditation Program - www.mibeer.com/Training/Home

Salesperson Licensee That Works for a Spirits Related Licensee

A Salesperson license applicant that works for only a licensee listed below as a Spirits Related Licensee is not required to submit written documentation of successful completion of a salesperson accreditation program for issuance or renewal of a Salesperson license. A Salesperson licensee that works for only a licensee listed below as a Spirits Related Licensee and who was issued a license under Administrative Rule R 436.1853 prior to April 15, 2018 must comply with all other requirements of MCL 436.1502, except for the requirement to complete a salesperson accreditation program.

Spirits Related Licensees

- Small Distiller licensee
- Manufacturer of Spirits licensee
- Vendor of Spirits
- A Broker licensee representing Spirits Related Licensees only

Individuals Exempt From Holding A Salesperson License

Pursuant to MCL 436.1502(5), an individual that is 18 years of age that only does any of the following does not require a Salesperson license:

- Builds a display of those brands that are represented or sold by the individual's employer for an off-premises retailer.
- Marks the price on those brands that are represented or sold by the individual's employer for an off-premises retailer.
- Rotates brands that are represented or sold by the individual's employer for an off-premises retailer.
- Places brands that are represented or sold by the individual's employer on shelves for an off-premises retailer.
- An individual who holds a Michigan commercial driver license or chauffeur's license and transports and delivers alcoholic liquor to a retailer in a vehicle licensed by the Commission under MCL 436.1525 (i.e. Wholesaler or qualified Micro Brewer licensee delivery vehicle).



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Part 1 - Applicant Information

Applicant legal name:		
Address:		
City:	State:	Zip Code:
Phone:	Email	
Birthdate:	Driver's License Number:	State That Issued Driver's License:
Do you hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input type="radio"/> No		
If Yes , please explain:		

Part 2 - License Fee & Required Documents

<input type="checkbox"/> New License, \$35.00 - Make check payable to State of Michigan (MLCC Fee Code 4038)
<input type="checkbox"/> License Transfer, no fee - List the license number to be transferred:
<p>Select the type of license held by the company employing the Salesperson applicant. Select only Section A or Section B:</p> <p><input type="checkbox"/> Section A - Applicant Works for Beer or Wine Related Licensee ***Applicant Must Submit Documentation of Successful Completion of Salesperson Accreditation Program***</p> <ul style="list-style-type: none"> <li style="display: inline-block; width: 45%;">• Micro Brewer licensee <li style="display: inline-block; width: 45%;">• Outstate Seller of Beer licensee <li style="display: inline-block; width: 45%;">• Brewer licensee <li style="display: inline-block; width: 45%;">• Outstate Seller of Wine licensee <li style="display: inline-block; width: 45%;">• Small Wine Maker licensee <li style="display: inline-block; width: 45%;">• Outstate Seller of Mixed Spirit Drink licensee <li style="display: inline-block; width: 45%;">• Wine Maker licensee <li style="display: inline-block; width: 45%;">• Wholesaler licensee <li style="display: inline-block; width: 45%;">• Mixed Spirit Drink Manufacturer licensee <li style="display: inline-block; width: 45%;">• A Broker licensee representing Beer or Wine Related Licensees only <li style="display: inline-block; width: 45%;">• A Broker licensee representing Beer or Wine Related Licensees <u>AND</u> Spirits Related Licensees
<p><input type="checkbox"/> Section B - Applicant Works for Spirits Related Licensee Only</p> <ul style="list-style-type: none"> • Small Distiller licensee • Manufacturer of Spirits licensee • Vendor of Spirits • A Broker licensee representing Spirits Related Licensees only.

Part 3 - Signature of Applicant (Salesperson)

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Print Applicant Name

Applicant Signature

Date

Part 4 - Information on Company Employing Applicant (to be completed by employing company)

Company name:			
Address:			
City:		Zip Code:	
Phone:		Email	
Contact Name:	Phone:	Email:	
Federal Employer Identification Number (FEIN):			

Part 5 - Authorized Signature for Company Employing Applicant

The company requests the MLCC to grant a Salesperson License to the applicant.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Print Name and Title

Authorized Signer for Company

Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-284-8557



LARA Revenue Services is not a part of the Michigan Liquor Control Commission (see note below).

Credit Card Authorization Form

** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 **

** DO NOT EMAIL OR MAIL THIS FORM **

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

MasterCard

Visa

Discover

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Table with 3 columns: Fee Type, Fee Amount, MLCC Fee Code. Rows include Inspection Fee(s), Special License Fee(s), Temporary Authorization Fee, License Renewal Fee(s), Manufacturer License(s), Wholesaler License(s), New Retailer License(s), Transfer Retailer License(s), Conditional License, New Add Bar / Transfer Add Bar, Sunday Sales Permit (AM/PM), and Catering Permit.

LARA Revenue Services is not a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.