



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LIQUOR CONTROL COMMISSION

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In the matter of )  
**FULLY ONLINE LICENSE RENEWAL** )  
**BEGINNING WITH 2025 LICENSING** )  
**YEAR** )  
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At the January 30, 2024 meeting of the Michigan Liquor Control Commission in Lansing.

PRESENT: Kristin Beltzer, Chair  
Dennis Olshove, Commissioner  
Hoon-Yung Hopgood, Commissioner

**ADMINISTRATIVE ORDER NO. 2024-01**  
**FULLY ONLINE LICENSE RENEWAL BEGINNING WITH 2025 LICENSING YEAR**

Article IV, Section 40, of the Michigan Constitution (1963), permits the Legislature to establish a Liquor Control Commission, which shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. MCL 436.1201(2) provides the Commission with the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the manufacture, importation, possession, transportation and sale thereof.

The Commission has made significant investments and upgrades to its information technology infrastructure over the past decade. These upgrades have allowed for an interactive and responsive online renewal portal for licensees to renew their licenses by electronic funds transfer from a bank or checking account or by using a major credit card.

For the past several years, licensees have been able to download and print renewed licenses directly from the online renewal portal, eliminating the wait for renewed licenses to arrive in the mail. In the past 5 years since the updated online renewal portal was implemented, the rate of online renewals has steadily increased. The 2023-24 renewal resulted in 70% of all renewals being submitted and completed through the online renewal portal.

Furthermore, the amount of time for Commission staff to review and complete the necessary record checks for renewals submitted through the online renewal portal is significantly less than renewals that are mailed or faxed. The cost to print and mail renewed licenses is also significantly reduced when licensees download and print renewed licenses from the online renewal portal.

In consideration of the ease of access for licensees, the efficiencies and cost reductions generated through online license renewals, and that the majority of licensees now renew licenses through the online renewal portal, and in an effort to provide licensees adequate time to prepare, the Commission finds that all liquor license renewals should be accepted and processed only through the online renewal portal beginning with the 2025-26 licensing year, for which licenses must be renewed by April 30, 2025. The renewal of liquor licenses for the 2024-25 licensing year, for which licenses must be renewed by April 30, 2024, may be completed through the online renewal portal or by mailed, faxed, or hand-delivered renewal applications.

THEREFORE, IT IS ORDERED that:

- A. The renewal of liquor licenses for the 2025-26 licensing year, for which licenses must be renewed by April 30, 2025, will be through the online renewal portal only. No mailed, faxed, or hand-delivered renewal applications will be accepted for the 2025-26 licensing year renewal.
- B. The renewal of liquor licenses for the 2024-25 licensing year, for which licenses must be renewed by April 30, 2024, may be completed through the online renewal portal or by mailed, faxed, or hand-delivered renewal applications.

MICHIGAN LIQUOR CONTROL COMMISSION



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Kristin Beltzer, Chair



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Dennis Olshove, Commissioner



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Hoon-Yung Hopgood, Commissioner