RESOURCE CALENDAR for Alcohol Retailers

Keeping Our Community Safe
Together **KEEPINGITSAFEMOCO
Serve. Sell.
Enjoy Responsibly

Division of Licensure, Regulation and Education Montgomery County, Maryland











ALERT TRAINING

Alcohol Law Education and Regulatory Training (ALERT) is a free training designed to educate Montgomery County servers, sellers, management, and owners on alcohol beverage regulatory compliance. Learn how to develop responsible alcohol policies, review issues identified by enforcement agencies, and have an opportunity to network with peers and County officials.

Offered on the 2nd and 4th Monday of every month from 10 a.m. to 12 p.m.—if training falls on a holiday, the class is scheduled for the next business day. Check online for details. ALERT is also offered in Spanish throughout the year.

TO REGISTER

Visit or Scan

MontgomeryCountyMD.gov/ABS/education/training **Call** 240-777-1999



JANUARY 2024

DECEMBER

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FEBRUARY

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Sunday	Monday	Tuesday Wednesday		Thursday	Friday	Saturday
31	New Year's Day County Offices Closed	2	3	Board of License Commissioners Hearing	5	6
7	8 ALERT Training	9	ALERT Training in Spanish	11	12	13
14 BWL License extended hours	MLK Jr. Day County Offices Closed es - 3:00 a.m. s Sun. into Mon.	16	17	Board of License Commissioners Hearing	19	20
21	ALERT Training	23	24	25	26	27
28	29	30	31	1	2	3

LICENSE RENEWALS

Alcohol Law Alcoholic Beverages License Renewal Process:

- February 1-March 31, 2024: Renewal applications must be submitted by March 31, 2024.
- April 16-April 30, 2024: Licenses must be paid and printed by April 30, 2024.
- May 1, 2024: 2024 licenses must be posted.
- Renewal information is mailed to all licensed facilities and emailed to all licensees in mid-January.





RENEWAL APPLICATIONS can be submitted online at: MontgomeryCountyMd.gov/ABS/licensure/license

FEBRUARY 2024

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28	29	30	31				24	25	26	27	28	29	30
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	First day to submit alcohol license renewal application Board of License Commissioners Hearing	2	3
4	5	6	7	8	9	10
11	12 ALERT Training	13	14 Valentine's Day	Board of License Commissioners Hearing	16	17
18 BWL License extended hour	President's Day County Offices Closed es - 3:00 a.m. s Sun. into Mon.	20	21	22	23	24
25	26 ALERT Training	27	28	29	1	2



ALCOHOL REFUSAL TIPS

At some point you or your employees will have to stop serving alcohol to an intoxicated customer. Here are some helpful Do's and Don'ts:

Do's:

- Speak with manager & security before approaching a customer.
- Ø Politely inform the customer that you can no longer serve them alcohol.
- **⊘** Ask if they would like a non-alcoholic beverage.
- **⊘** Offer to arrange alternative transportation. Call the police if intoxicated person drives away.
- **⊘** Prohibit loitering outside your business.

Dont's

- **⊗** Don't insult the patron. Politely inform their actions are unacceptable.
- Ø Don't be persuaded to give them "one last drink".
- **⊗** Don't get riled up. If their voice goes up, keep your voice down.
- On't procrastinate in cutting someone off. Do it while you can still persuade them.

MARCH 2024

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18	19	20	21	22	23	24	21	22	23	24	25	26	27
25	26	27	28	29			28	29	30				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	1	2
3	4	5	6	Board of License Commissioners Hearing	8	9
Daylight Savings Time (BWL only loses an hour)	ALERT Training	12	13	14	15	16
17 St. Patrick's Day	18	19	20	21 Board of License Commissioners Hearing	22	23
24	ALERT Training	26	27	28	29	30
31 Easter Last day to submit alcohol license renewal application	1	2	3	4	5	

ALCOHOL AWARENESS MONTH

April marks National Alcohol Awareness Month. Since alcohol is widely available and plays a central role in many American gatherings, it's important to raise awareness about risky behaviors like binge drinking and drunk driving.

How Can You Help?

- Adopt responsible service practices at your business.
- Promote your establishments as a safe and enjoyable gathering place and avoid promotions that encourage over-consumption.
- Do not serve or provide alcohol to anyone who should not be drinking.
- Prevent under-21 alcohol use. Always ask for ID! Vertical IDs are issued to under-21 individuals, and you should always stop, check again, and ask questions.
- Donate to organizations that promote awareness on the dangers of alcohol misuse.



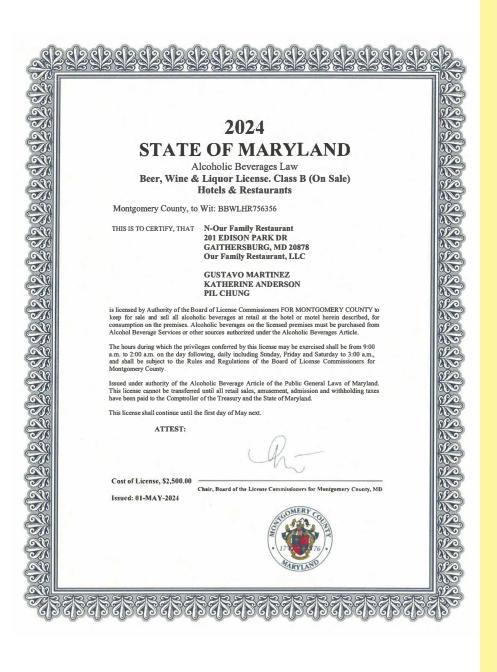
QUESTIONS?

Visit the National Council on Alcoholism and Drug Dependence of Maryland at: ncaddmaryland.org

APRIL 2024

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24	25	26	27	28	29	30	26	27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	ALERT Training in Spanish	4	5	6
7	8 ALERT Training	9	10	Board of License Commissioners Hearing	12	13
14	15	First day to pay and download for your 2024 alcohol license	17	18	19	20
21	ALERT Training	23	24	25	26	27
28	29	Last day to pay and print 2024 alcohol license (2023 license expires at midnight)	1	2	3	4



YOUR LICENSE

Your alcohol license provides valuable information that includes:

- Type of License
- Hours of Alcohol Sales
- Special Permits (at bottom of license)
 - Catering Privilege
 - Sampling
 - Wine Corkage
 - Refillable Containers
 - Outdoor Café
 - Spirits for Cooking
 - Retail Delivery

Make sure to display your license in a frame under glass, where the public can see and read it.

MAY 2024

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21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30					23 2	24	25	26	27	28	29
							30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	2024 alcohol license must be printed and displayed	Board of License Commissioners Hearing	3	4
5 Cinco de Mayo	6	7	8	9	10	11
12 Mother's Day	13 ALERT Training	14	15	Board of License Commissioners Hearing	17	18
19	20	21	22	23	24	25
	Memorial Day County Offices Closed es - 3:00 a.m. s Sun. into Mon.	28 ALERT Training	29	30	31	1

OUTDOOR CAFES & TEMPORARY MODIFICATIONS

With the weather warming up, are you looking into expanding your alcohol service outdoors?

License holders can apply to serve alcoholic beverages in an outdoor area under these requirements:

- · Landlord must approve outdoor café
- Designated café area must be:
 - Adjacent to the licensed premises
 - · Have a barrier of at least 36 inches high
 - · In a non-public property or public right of way



NEED TO MODIFY YOUR BUSINESS TEMPORARILY?

Apply for a Temporary Modification permit to change outdoor cafe area or make other changes. **Call** 240-777-1999

JUNE 2024

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19	20	21	22	23	24	25	21	22	23	24	25	26	27	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29		31	1
2	3	4	5	Board of License Commissioners Hearing	7	8
9	10 ALERT Training	11	12	13	14	15
16 Father's Day	17	18	Juneteenth County Offices Closed	20 Board of License Commissioners Hearing	21	22
23	ALERT Training	25	26	27	28	29
31	1	2	3	4	5	



ROUTINE INSPECTION CHECKLIST

The alcoholic beverage enforcement program conducts inspections of licensed facilities to ensure compliance with state and county laws, rules, and regulations.

When conducting a routine inspection, our enforcement teams will look for:

Alcohol license framed and posted where the public can read it.

- State approved Alcohol Awareness certified person on the licensed premise during all hours in which alcoholic beverages are sold.
- Employee records available on premises and maintained for one (1) year after an employee is no longer employed.
- Beer, wine, and liquor invoices available on premises and maintained for two (2) years.
- · No bottle refills or product adulteration of any kind.
- Premixes must be labeled with all contents and must be disposed after 5 days.

JULY 2024

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16	17	18	19	20	21	22	18	19	20	21	22	23	24
23	24	25	26	27	28	29	25	26	27	28	29	30	31
20													

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	ALERT Training in Spanish	4 Independence Day County Offices Closed	5	6
7	8 ALERT Training	9	10	11	12	13
14	15	16	17	Board of License Commissioners Hearing	19	20
21	ALERT Training	23	24	25	26	27
28	29	30	31	1	2	3

TOP ALCOHOL VIOLATIONS

These are the most common alcohol violations by license holders in Montgomery County

NO ALCOHOL AWARENESS CERTIFIED PERSON ON-SITE	EMPLOYEE RECORDS & INVOICES NOT READILY AVAILABLE	FAILURE TO POST LICENSE PROPERLY	REUSING OR REFILLING ALCOHOL BOTTLES & CONTAINERS	ALTERING CONTENTS OF AN ALCOHOLIC BOTTLE OR CONTAINER	
An accredited person must be in the licensed establishment during the hours of alcohol sales.	Employee records & alcohol purchase invoices must be maintained on site and readily accessible for inspection.	License must be in a frame, under glass, and where the public can see it and read it.	All empty alcohol bottles or containers should be recycled or discarded properly.	License holders or their staff can't adulterate, fortify or dilute the alcohol contents of a manufacturer's bottle or	
<u>—</u>	MANUAL MA			container.	

AUGUST 2024

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29		31	Board of License Commissioners Hearing	2	3
4	5	6	7	8	9	10
11	12 ALERT Training	13	14	Board of License Commissioners Hearing	16	17
18	19	20	21	22	23	24
25	26 ALERT Training	27	28	29	30	31

STAY CONNECTED

The ABS Communication Center is here for you!

- Taking product orders
- · Answering inquiries on order status and product availability
- Connecting you with ABS experts to answer your questions

To Order alcohol from ABS:

• Visit the iStore: MontgomeryCountyMD.gov/ABS/istore

Call: 240-777-1900Fax: 240-777-1909

• Email:

ABS.CommunicationCenter@MontgomeryCountyMD.gov

• Hours: 8:00 a.m. - 4:30 p.m. Monday - Friday





QUESTIONS?

ABS.CommunicationCenter@MontgomeryCountyMD.gov Call 240-777-1900

SEPTEMBER 2024

AUGUST

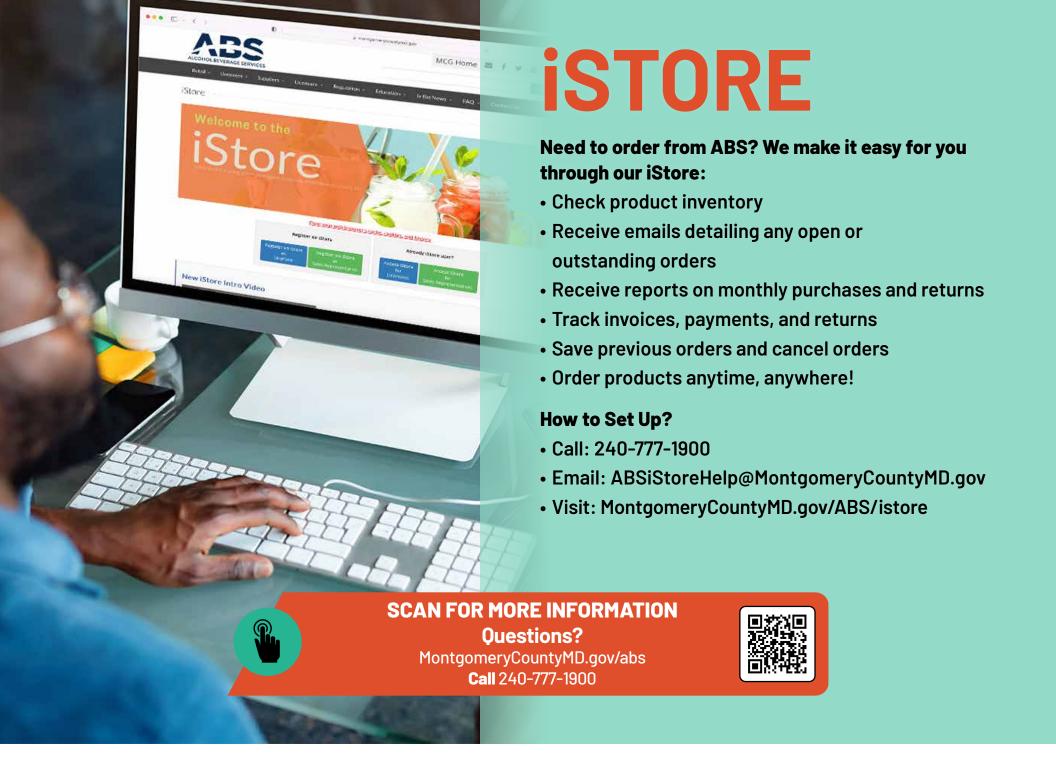
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
BWL License extended hour	Labor Day County Offices Closed es - 3:00 a.m. es Sun. into Mon.	3	4	Board of License Commissioners Hearing	6	7
8	9 ALERT Training	10	11	12	13	14
15	16	17	18	Board of License Commissioners Hearing	20	21
22	ALERT Training	24	25	26	27	28
29	30	1	2	3	4	5



OCTOBER 2024

SEPTEMBER

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2 ALERT Training in Spanish	Board of License Commissioners Hearing	4	5
6	7	8	9	10	11	12
BWL License extended hours	Columbus Day es - 3:00 a.m. s Sun. into Mon.	15 ALERT Training	16	Board of License Commissioners Hearing	18	19
20	21	22	23	24	25	26
27	ALERT Training	29	30	31 Halloween	1	2

RESPONSIBLE SERVICE

Set up your business for success with these responsible service practices:

- Have step-by-step instructions on what a server should do if a patron becomes intoxicated.
- Refuse service to anyone who is intoxicated—it is illegal to sell or serve alcohol to an intoxicated individual.
- Don't serve drinks ordered for someone who is not present.
- Encourage food sales and place a glass of water down to accompany the first alcoholic drink.
- Avoid promotions that encourage overconsumption.
- Do not allow staff to consume alcohol while working.



LOOKING FOR MORE TIPS?

Follow us on:

f facebook.com/MoCoRASP ● @MoCo_RASP ● @mocorasp

NOVEMBER 2024

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22	23	24	25	26	27	28					
29	30	31									

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29		31	1	2
Return to Standard Time Set back clocks one hour *BWL and BW on premises gain 1-hour of sales	4	5	6	Board of License Commissioners Hearing	8	9
BWL License extended hour	Veterans Day County Offices Closed es - 3:00 a.m. s Sun. into Mon.	12 ALERT Training	13	14	15	16
17	18	19	20	Board of License Commissioners Hearing	22	23
24	25 ALERT Training	26	REMINDER High risk night. Highest rate of youth drinking today. Check IDs!	28 Thanksgiving Day County Offices Closed	29	30



KEEPING IT SAFE

Keeping our community safe is everyone's responsibility!

Approximately one-third of all traffic crash fatalities in the
United States involve drunk drivers. Offer your customers
safe alternatives to get home.

Uber/Lyft:

- Visit Uber.com or Lyft.com
- · Call a car to pick you up anytime
- · Offers a ride from the free app

RideOn Bus:

Use **RideOnRealtime.com** to display bus locations and estimated arrival times for next 5 buses.

Metro:

Use metroopensdoors.com for fare information and schedules.

<u>Taxi Companies:</u> (Licensed to operate in Montgomery County)

- AnyTime Taxi (301) 637-9292
- Action Taxi (301) 840-1000
- Regency Taxi (301) 990-9000

SoberRide:

- Operates on high-risk holidays
- To receive a free ride home (up to a certain maximum patrons over 21 can visit **soberride.com**).

DECEMBER 2024

NO	NOVEMBER							JANUARY					
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17	18	19	20	21	22	23	19	20	21	22	23	24	25
24	25	26	27	28	29	30	26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	Board of License Commissioners Hearing	6	7
8	9 ALERT Training	10	11	12	13	14
15	16	17	18	Board of License Commissioners Hearing	20	21
22	23	24	25 Christmas Day County Offices Closed	26	27	28
29	30	31 New Year's Eve	1	2	3	4

MADE IN MARYLAND

From producers focused on locally grown farmto-bottle spirits to those experimenting with rare ingredients, Maryland is home to several unique wineries, breweries, and distilleries.

The State of Maryland has allowed alcohol manufacturers to self-distribute in Montgomery County and throughout the state of Maryland.

Alcohol Beverage Services (ABS) has also opened its doors to these manufacturers and sells their products at competitive prices. Just look for the "Maryland Made" shelf tags at our new Oak Barrel & Vine stores and enjoy the taste of a local brew.



FOR MORE INFORMATION

on how to purchase there products, visit: MontgomeryCountyMD.gov/ABS



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FEBRUARY

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	New Year's Day County Offices Closed	Board of License Commissioners Hearing	3	4
5	6	7	8 ALERT Training in Spanish	9	10	11
12	13 ALERT Training	14	15	Board of License Commissioners Hearing	17	18
BWL License extended hour	MLK Jr. Day County Offices Closed es - 3:00 a.m. s Sun. into Mon.	21	22	23	24	25
26	ALERT Training	28	29	30	31	1

Aspen Hill

13661-13665 Connecticut Avenue, Silver Spring, MD 20906

Burtonsville

15620 Old Columbia Pike, Burtonsville, MD 20866

Cabin John

7913 Tuckerman Lane Potomac, MD 20854

Clarksburg Village

12051 Chestnut Branch Way Suite C-1, Clarksburg, MD 20871

Cloverly

723 Cloverly Avenue, Silver Spring, MD 20905

Darnestown

12155 Darnestown Road, Gaithersburg, MD 20878

Downtown Rockville

300 N Washington Street, Rockville, MD 20850

Fallsgrove

14937E Shady Grove Road, Rockville, MD 20850

Flower

8706-B Flower Avenue, Silver Spring, MD 20901

Gaithersburg Square (NEW)

512 N. Frederick Avenue, Gaithersburg, MD 20877

Goshen Crossing

20004-2008 Goshen Road, Gaithersburg, MD 20879

Hampden Lane

4920 Hampden Lane, Bethesda, MD 20814

Kensington

3733 University Boulevard, Kensington, MD 20895

King Farm

302 King Farm Boulevard Suite 120, Rockville, MD 20878

Kingsview

18323 Leaman Farm Road, Germantown, MD 20874

Leisure World

3824-26 International Drive, Silver Spring, MD 20906

Montrose

12015-B Rockville Pike, Rockville, MD 20852

Muddy Branch

866 Muddy Branch Road, Gaithersburg, MD 20878

Olney

17825 Georgia Avenue, Olney, MD 20832

Poolesville

19710-D Fisher Avenue, Poolesville, MD 20837

Potomac

10132 River Road, Potomac, MD 20854

Seneca Meadows

20680 Seneca Meadows Parkway, Suite A-2, Germantown, MD 20876

Silver Spring

8715 Colesville Road, Silver Spring, MD 20910

Walnut Hill

16535 S. Frederick Road, Gaithersburg, MD 20855

Westwood

5432 Westbard Avenue, Bethesda, MD 20814

Wheaton

11405 - 11407 Georgia Avenue, Wheaton, MD 20902

White Oak

11239 New Hampshire Avenue, Silver Spring, MD 20904

Montgomery County





2025

JANUARY	•	FEBRUARY	ı	MARCH	APRIL
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Alcohol Beverage Services
Division of Licensure, Regulation and Education
Montgomery County, Maryland
201 Edison Park Drive

Gaithersburg, MD 20878 Phone: 240-777-1999 TTY: Maryland Relay 7-1-1

Email: ABSLicensing@MontgomeryCountyMD.gov

ID Tips

- ALWAYS ask for an ID
- NEVER accept an expired ID card
- READ AND LOOK at the photo on the ID
- VERTICAL IDs are issued to persons under 21
- A VERTICAL ID should be a RED FLAG! Stop, check again, and ask questions
- ACCEPTABLE forms of ID:
 - State issued driver's license
 - State issued MVA ID card
 - Military ID
 - Passport
 - Immigration card/green card



If you weren't born on or before TODAY'S DATE in

2003

then you CAN'T buy ALCOHOL or TOBACCO. You must be 21 to purchase alcohol or tobacco.