

## **Montana Tavern Times**

### **Electronic Submission of Liquor and Gambling Applications Now Available— January 1, 2014**

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The Department of Revenue's Liquor Control Division and the Department of Justice's Gambling Control Division are pleased to announce the launch of a new online application portal that allows applicants and licensees to apply for and manage on-premises alcoholic beverages licenses and/or gambling operator licenses. This new licensing portal went live on January 21, 2014.

We encourage applicants and licensees who want to submit an application or make changes to their existing license(s) to use Taxpayer Access Point (TAP), a safe, secure and user-friendly program. You can find directions on getting started and access to the portal on both divisions' websites at [revenue.mt.gov/](http://revenue.mt.gov/) and [doj.mt.gov/gaming](http://doj.mt.gov/gaming).

This new online portal allows applicants and licensees to:

1. Apply for a new all-alcoholic beverages license, a city beer license, a city beer license with a wine amendment or a restaurant beer and wine (cabaret) license with or without a gambling operator's license where allowed. You can apply for these licenses using the portal instead of completing the Montana Alcoholic Beverage – Gambling Operator Combined License Application.
2. Report any changes you might otherwise report using Form 37, including a change in location, the death of a licensee, a divorce among licensees, gifting among licensees, a sale among licensees or a foreclosure.
3. Report any changes you might otherwise report using Form 39, including entity-type change, transfer of location, or an increase of current ownership interest from less than 10 percent to more than 10 percent.

Other ways you can manage an existing license online include:

- Adding/removing managers, officers or directors
- Adding/removing a catering endorsement
- Adding/removing a wine amendment
- Adding/removing a secured party(ies)
- Adding/removing a concession agreement
- Adding lease/loan documents

- Requesting an alteration
- Requesting temporary operating authority
- Requesting addition/extension/removal of nonuse (inactive) status
- Requesting change of mailing address
- Requesting change of owning entity name
- Requesting change of an account DBA name

In the beginning of February, licensees will also be able to:

- Request live keno or bingo permits
- Request card table permits
- Request card tournament permits

As a reminder, TAP already allows liquor licensees to renew, pay and print their licenses online.

Allowing applicants and licensees to submit information electronically has been a long-time goal for both divisions. We don't plan to stop there. Both divisions are working to bring more functionality to TAP.

The Liquor Control Division will, for instance be adding the ability for individuals to apply for and manage a brewery, distillery, winery, beer wholesaler or table wine distributor license. The Gambling Control Division will be adding the ability for licensees to annually renew their gambling operator, manufacturer/distributor/route operator, card room contractor, and card dealer's license. We will keep you posted on when we add these features to TAP.

Both divisions strongly encourage you to use these new online features. If you have questions, please call the Department of Justice at (406) 444-1971 or the Department of Revenue's Call Center at (866) 859-2254.