

Retail Establishment Permit Information

How to apply:

- You create an Eproval account.
- You create a new application for a Retail Establishment Permit within Eproval.
- You fill out application DR 8459 and upload it and ALL required document to the platform. (The Eproval platform will tell you what documentation required).
- Wait for a response from the Telluride Liquor Clerk, who will process your application and assign you to the next Town Liquor Hearing.

How much does a Retail Establishment Permit Cost?

- Fee to the State of Colorado \$93.25.
- Fee to the Town of Telluride \$100.00.
- These are annual fees as the permit term is one year from approval.

Who qualifies for a Retail Establishment Permit?

- An establishment that has the primary purpose of selling goods or services to the public.
- Art Gallery's.

What does a Retail Establishment Permit allow me to do/serve?

- Serve complimentary alcoholic beverages for a 4-hour period.
- You may select up to 24 days per permit year.
- You may add or delete dates if the date changes are received 15 days in advance.

Rules/Requirements of a Retail Establishment permit:

- The permit is for the specific location applied for only.
- A state approved Responsible Vendor trained server must always be present during service. (Alcohol course certification must be on file at the clerks office and must be renewed every 2 years).
- You may NOT charge for alcohol either directly or indirectly.
- No more than 250 people may be on the permit premises at once.
- Alcohol may not be removed from the premises.
- Alcohol must have a designated location on premises that is not accessible by the public or minors.
- The permit is not transferable.

- Required signage must be posted on premises including your permit, minor warning sign, state sales tax license, and no alcohol beyond this point.
- Persons must be 21 years of age to possess and consume alcohol.
- Alcohol must be purchased from a licensed retailer or wholesaler.
- Food is not required to be served during alcohol service.

For further information contact:

Tina Rutherford, Liquor Licensing Clerk

trutherford@telluride.gov

970-272-1199