

REQUIREMENTS FOR CATERERS' REPORTS

Form is provided on the next page.

2006.1 Licensees subject to this section shall, semiannually, furnish to the Board, on a form to be prescribed by the Board, a report under oath that includes the following information:

- (a) The quantity of alcoholic beverages sold by the licensee in gallons during the preceding six (6) months for beverage purposes;
- (b) The total dollar amount of receipts for the sale of alcoholic beverages and food;
- (c) Of the total in paragraph (b) above, the amount received for the sale of alcoholic beverages and the amount received for the sale of food, and the percentages of the total receipts represented by the respective amounts;
- (d) The amount expended for alcoholic beverages and the amount expended for food, and the percentages of the total expenditures represented by the respective amounts;
- (e) The method used to compute the amounts and percentages; and
- (f) An affidavit executed by an individual licensee, partner of an applicant partnership, or the appropriate officer of an applicant corporation, attesting to the truth of the statement.

2006.2 The submission of a knowingly false or misleading affidavit shall be grounds for the Board to order the licensee to show cause why the license should not be suspended or revoked, or a civil penalty imposed based upon the primary tier schedule set forth in D.C. Official Code § 25-830(c).

2006.3 Licensees subject to this section shall semiannually furnish to the Board, on a form prescribed by the Board, a summary report of the alcoholic beverage purchases it has made from Wholesalers for events for one hundred (100) persons or less.

2006.4 In computing the amounts received for alcoholic beverages and for food, a licensee shall exclude all amounts received for taxes and gratuities in conjunction with these transactions, and all amounts, including surcharges, related to the obtaining and providing of entertainment or other goods and services at the licensed establishment.

2006.5 Failure to timely submit the reports listed § 2006.1 to the Board shall constitute grounds for the Board to fine the licensee or suspend the license. Violation of this subsection shall be deemed a secondary tier violation subject to the penalties set forth in D.C. Official Code § 25-830(d) and Chapter 8.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Alcoholic Beverage Regulation Administration



CATERERS'¹ SEMI-ANNUAL REPORT

1st Half: January – June Statement due July 30 _____	2nd Half: July – December Statement due January 30 _____
---	---

Calendar Year: _____

License Information

Trade Name: _____

Catering License Number: _____

Address: _____

Owner: _____

Pursuant to 23 D.C.M.R. § 2006.1, Licensed Caterers shall semi-annually submit to the Board the following information:

- (a) Quantity of alcohol sold by Licensee in gallons **during the preceding six (6) months** for beverage purposes at events catered by Licensee: _____
- (b) Total dollar amount of receipts of (1) Food: _____
(2) Alcoholic Beverages: _____
TOTAL: _____
- (c) Percentage per the above dollar amount of total food sold: _____ %
- (d) Percentage per the above dollar amount of total alcohol sold: _____ %
(see regulations for this calculation under 23 D.C.M.R. § 2006.4)

For events the Licensee has catered for one hundred (100) persons or less in the last six (6) months, state the alcoholic beverage purchases made from Wholesalers as follows:

(attach separate page if needed)

Name of Wholesaler: _____

Total quantity of alcoholic beverages purchased for the above-described events: _____

Name of Wholesaler: _____

Total quantity of alcoholic beverages purchased for the above-described events: _____

Name of Wholesaler: _____

Total quantity of alcoholic beverages purchased for the above-described events: _____

I hereby attest that the information provided above is true and accurate to the best of my knowledge. I have reviewed the regulations governing my catering license as described in 23 D.C.M.R. § 2000, et seq. I understand that submitting false or misleading information on this report may result in the suspension or revocation of the license about which I am submitting information. 23 D.C.M.R. § 2006.2, see also D.C. Code § 25-830(c).

Printed Name

Signature

Title

Date

.....RECEIVED BY THE ALCOHOLIC BEVERAGE REGULATION ADMINISTRATION.....

STAFF INITIALS: _____

¹ A Caterer's license, issued under D.C. Official Code § 25-113(i), shall authorize the licensee to sell, deliver, and serve alcoholic beverages for consumption on the premises of a catered event at which the licensee is also serving prepared food. This form must be timely submitted to the Board as a condition of the Caterers' License.