



## CLASS A LICENSE FACTS AND REQUIREMENTS

---

- Must be a freestanding liquor retail outlet and sell only West Virginia product, wine, beer, non-intoxicating beer, tobacco-related products, and alcohol-related products (See “Other Key Definitions”).
- No limit on the number of retail outlets that can become a freestanding liquor retail outlet.
- Must not have direct access to another business and must be separate and apart from other businesses.
- Annual license fee is \$2,000, plus \$100 operational fee for a total of \$2,100 (plus fees for beer and wine).
- Owner(s), officers, partners or members **must** all be U.S. citizens of good moral character.
- The Class A 10-year License will expire on June 30, 2030.
- Eligible for Purchase Option provided licensee meets the active retail licensee definition, the Class A license requirements and store operational requirements.
- An eligible licensee must 1<sup>st</sup> be an Active Retail Licensee (See “Other Key Definitions”).
- An Active Retail Licensee is limited to exercise the Purchase Option for up to 4 stores currently and actively operated by a licensee that meet or will meet the new requirements.
- If Purchase Option is exercised, the Active Retail Licensee is eligible to apply for a Deferred Payment Financing Option.
- Failure to meet the Purchase Option and Deferred Payment Financing Option requirements could result in the loss, suspension or revocation for an Active Retail Licensee.
- Must have a minimum of **750 square feet** of retail floor space, as measured by the Commissioner, devoted to the retail sale of West Virginia product, wine and non-intoxicating beer.
- Must maintain a displayed inventory of at least **4** brands of each West Virginia product and sufficient quantities of displayed inventory and inventory to service consumer demands (See “Other Key Definitions”).
- All orders placed by a licensed retailer for West Virginia product must be placed via the WVABCA’s Online Portal ordering system. Further a licensed retailer shall submit all Form 190s monthly via the WVABCA’s Online Portal – Form 190 system. Therefore, the licensed retailer must have compatible computer systems and reliable high-speed internet access.
- Licensees must contact the WVABCA IT Department to set up an online ordering account.
- The WVABCA shall not deliver a regular or special order for fewer than 25 cases of West Virginia product or alcoholic liquors to a licensed retailer. Therefore, a licensed retailer must order 25 cases or more to receive the order on its delivery day.
- Licensees shall verify the accuracy of all delivered orders and acknowledge the verification of the order.
- Retail licensees may **not** sell liquor on Christmas day or Easter Sunday, or between 12:00 midnight and 8 o’clock a.m. on weekdays and Saturdays or between the hours of 12:00 midnight and 1:00 pm on Sundays.
- Licensees should periodically browse the WVABCA’s website ([www.abca.wv.gov](http://www.abca.wv.gov)) and the **WVABCA portal for updates and information on new products**.