



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS

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KIRSTEN LC FIGUEROA
COMMISSIONER

JANET T. MILLS
GOVERNOR

MEMORANDUM

GREGORY R. MINEO
DIRECTOR

TO: All Qualified Catering Service Licensees
FROM: Tim Poulin, Deputy Director
RE: Permissible Activities by Qualified Catering Service Licensees; Temporary Order.
DATE: April 13, 2020

This memo is intended to provide guidance on the permissible activities and mandates under Governor Mills' existing Executive Orders for Qualified Catering Service (QCS) licensees.

- A. All QCSs that have been licensed for 100 annual self-sponsored events will be considered essential and **may**:
 1. Be open for curbside pick-up or delivery only during self-sponsored events as defined in your self-sponsored event application; and
 2. Sell beer and wine in the manufacturers' original sealed container with food orders only.
- B. All QCSs **must** adhere to the strict social and physical distancing requirements as mandated by the Governor on March 31st (see my [Memo](#) of April 1st).
- C. All QCSs **must not**:
 1. Sell any beer, wine or spirits for consumption on the premises;
 2. Sell any beer, wine or spirits without food orders;
 3. Fill and/or sell growlers or crowlers from taps in their establishments; and
 4. Create and/or sell cocktails containing spirits to go in any type of container, sealed or otherwise.
- D. All QCSs must file a new self-sponsored event application and indicate how often you will be open under this temporary order. The form is located on our website at <https://www.maine.gov/dafs/bablo/liquor-licensing/license-and-permit-applications> under Section 1, form 15.

Please note: If you are a QCS and **have not** exercised the self-sponsored event privilege and paid the \$700 filing fee, we will waive the fee for the duration of the Emergency Declaration. You will need to complete and file with our office the Qualified Catering Self Sponsored Application. The form is located on our website at <https://www.maine.gov/dafs/bablo/liquor-licensing/license-and-permit-applications> under Section 1, form 14. Once completed and approved, you will be considered an essential business under the meaning of the Governor's [Executive Order of March 24, 2020](#) and must comply with items A to C included above.

For those QCS licensees who have exercised the self-sponsored event privilege and paid the fee, the Bureau will extend the expiration date of your next renewal period for the number of days from the date of this memo to the end of the Emergency Declaration. For example, if the number of days is 25 days, you will get a renewal of 1 year plus 25 days.

If you have any questions, please contact me by email at Tim.Poulin@Maine.gov or on my mobile at (207) 215-1730.