Click & Collect Alcohol Policy Chdist

(This checklist, originally created in 2018 and revised in 2022;supplement to Julia Sherman's 2018summary,Click & Collect Alcohol Sales/Visconsinand intended to be used after reading the summary)

Follow these general steps to determine how your community decides whether and when to grant applications for alcoholpolicy-

project/alcohollicensing before proceeding. Understand the become more aware of change is alcohol sales that may negative hypactyour community, such as Click & Collect sales.

Local alcohol licensing and amendments to existing licenses begin at munity avil (age or town) offices with the people who process alcoliobense applications:

- 9 Ask the person responsible for alcohol licenses (usually the municipal clerk) if any applications to expand the licensed premises for Class Aprentifises licensees) have been filed.
- 9 Ask how you can quickly learn when applications to amend the licensed premises are filed. Often there are email lists/listservs for committees or websites where all alcohol applications are posted.
- 9 Find out how alcohol license applications and amendbreakts to cupn5 aru5B1 r(t)1 -2 (a)4 (ti)-1 (c
- 9 Find out who within the Police Department reviews or comments on tapplecations. Reach out to this person to determine what opinions or information they may have about alcohol sales through Click@ollect.
- 9 If an application to amend the description of the licensed premises by a grocery store or big-box retailer like WaMart was filed, request copy along with any additional documentation and information provided by the pplicant. These are public records and will be provided upon request.
- 9 When you review the documents, pay close attention to **des**cription and mapping of the premises, as well as any description of sales policy. Ask yourself whether the

information provideraisesconcerns o allays fears.

- 9 Visit the proposed expanded area to document any outdoor lighting, distance from store, and foot traffic. Take pictures with your phone if the expanded premises are in a dark or isolated portion of the parking lot. Could you check an ID and verify a purchaser in those locations?
- 9 Consider asking local independent liquor stores what they thiraklowingClick & Collect alcohol sales-they may plan to oppose the expanded premises of concern that it will hurt their sales
- 9 Consider making a statemeat the licensing meeting. Taking a position isn't required, but a simple statement that your coalition is concerned that this type of sale will increase youth access to alcohol and increase underage drinking is very useful, because it reframes this as a public safetysue.
- 9 Attend the committee or license review meeting, collect the names of those present, and

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- 5. The purchaser is not intoxicated. Does the retailer have a procedure for terminating or refusing a sale if a customerriving to collect the alcohol purchaseintoxicated?
- 6. How is the expanded licensed area described?
 - a. Where are the additional areas to be located?
 - b. Does that area havleghting?
 - c. Does that location have videmoverage?
 - d. Is this area isolated from footaffic?
- 7. What hours will alcohol orders be allowed? Should ordering conclude before high school recesses for the bay?
- 8. Exactly how is an alcohol ordessembled and delivered?
 - a. When is the credit card charged for the order? [NOTE: It could be asserted the

a l v e r d ?

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- 10. What consequences does the retailer face for failing to abide by the sales policy? [NOTE: There may not be any consequences, which is whim ptoistant to find out.]
- 11. What recommendations are made to the full Council:
 - a. By the reviewcommittee
 - b. By thepolice
 - c. By the public health department
 - d. By the Chamber of Commerce or other local busigessp
 - e. By your coalition
- 12. What license conditions are recommended? License conditions are specific requirements added to the alcohol license by the community at the time it is issued or amended. Failure to fulfill license conditions are serious violations and may be reason to suspend, norrenew, or revoke adense.

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