

## **ABC LICENSE ROADMAP**





Want an alcoholic beverage license for your new business?



Start by reviewing an ABC License Application (available online).



Check your location for licensing restrictions. Ensure it's commercially zoned before signing a lease.



Contact all District agencies outlined in the ABC License Application to learn requirements.



Visit the Metropolitan
Police Department
(MPD) to apply for your
Police Clearance.

**■** CONTINUE



Pay any debts to the District at the Office of Tax and Revenue (OTR). Obtain your Certificate of Clean Hands (available online) and Certificate of Registration.



Check the 405.1 box on the ABC License Application if you can't get your Certificate of Occupancy and Basic Business License right away from DCRA.



Apply for all certificates, articles and documents outlined in the ABC License Application at the Department of Consumer and Regulatory Affairs (DCRA).



Adding a sidewalk café?

Visit the District Department of Transportation (DDOT) to obtain a Public Space Permit and Certificate of Use.



Bring your ABC License Application packet to the Alcoholic Beverage Regulation Administration (ABRA).



Once your application is complete, placard notices will be issued.



Post both placards for 45 days.



Complete your ABRA regulatory inspection.



Your ABC license can be issued once you receive your Basic Business License and Certificate of Occupancy from DCRA.



No protest?

Your application is ready for ABC Board review.



The community can protest your application. A protest would need to be resolved before the ABC Board can review your application.

DCRA — 1100 4th St., SW, Washington, DC 20024 / www.dcra.dc.gov / dcra@dc.gov / 202-442-4400 Department of Consumer and Regulatory Affairs

OTR — 1101 4th St., SW, Suite 270 West, Washington, DC 20024 / www.otr.cfo.dc.gov / 202-727-4829 Office of Tax and Revenue

MPD — 300 Indiana Avenue, NW, Washington, DC 20001 / www.mpdc.dc.gov / mpd@dc.gov / 202-727-9099 Metropolitan Police Department





**ABRA** — 2000 14th St., NW, Suite 400 South, Washington, DC 20009 / www.abra.dc.gov / abc@dc.gov / 202-442-4423