



Virginia Alcoholic Beverage Control Authority
Bureau of Law Enforcement



www.abc.virginia.gov • 7540 Freight Way • Mechanicsville, VA 23116 • (800) 552-3200

COMPLIANCE INSPECTION REPORT

LICENSEE INFORMATION

License Number: _____ Region: _____
 T/A: _____ Agent: _____
 Address: _____ Inspection Date: From: ___/___/___ To: ___/___/___
 Phone Number: _____ - _____ - _____ Inspection Time: From: _____ To: _____

By signing this statement, I am acknowledging my express consent to Special Agent(s) of the Virginia Alcoholic Beverage Control Authority to conduct a complete inspection of the licensed premises to include examining and inspecting such place and all records, invoices, and accounts therein in accordance with the provisions of §4.1-204 and 3VAC5-70-90 of the Code of Virginia.

Licensee (signature): _____ (print): _____

NO VIOLATIONS NOTED VIOLATIONS NOTED

INSPECTION INFORMATION

	YES	NO
ABC License Posted		
Designated Manager Posted		
Other Local/State/Federal Licenses/Permits Verified		
Ownership Correct		
Physical Address Correct		
Business Entity Address Correct		
Trade Name Correct		
If any answer is NO, explain		

Comments/Suggestions: _____ Compliance/Issues: _____

Licensee (signature): _____ (print): _____

Agent (signature): _____ (print): _____

COMPLIANCE INSPECTION REPORT: DISTILLERY

LICENSE NUMBER:	TRADE NAME:
Property & equipment owner	
Property size	
Adequate equipment for distilling a maximum capacity of approx. gallons of distilled spirits annually Y/N	
Bonded area locations	
ABC License(s) posted? Y/N	
Cash register Y/N	
Computer/Internet Connection Y/N	
Valid Business email address and telephone Y/N	
Any changes to the approved distillery store layout? Y/N	
"Do Not Sell" Stickers affixed to counter at the point of sale? Y/N	
Hours of Operation	
Store tastings conducted Y/N	
Fee charged for participating Y/N	
Amount charged?	
Sampling area location	
Sales records for onsite sales for which month	
Total Distilled Spirits production for the year in gallons (or liters)	
TTB Production Reports reviewed? Y/N	
Bonded Transfers from other Distilleries Y/N	
Licensee engaged in distilling for Wineries Y/N	
Records Reviewed? Y/N	
Licensee engaged in selling to Mixed Beverage Licensees? Y/N	
Licensee Order Forms Reviewed Y/N	
Does the licensee have entertainment expenses for retailers? Y/N	
Samplings Conducted at retail establishments? Y/N	
POS Materials? Y/N	
Expense reports for sales/marketing reviewed? Y/N	
Solicitors Salesman Permits reviewed? Y/N	