

Direct Shipment of Wine Permit

Applications for direct shipment of wine permits start November 1st for the upcoming calendar year. A new permit application must be submitted each calendar year, as permits are **NOT** renewable. The permit number issued is solely valid for the listed individual calendar year and covers wine shipments made to residents of the County of Maui (islands of Maui, Moloka'i, and Lāna'i).

Only complete applications will be processed. Any application not meeting the criteria will be immediately returned/rejected. Please review the following checklist to avoid processing delays:

- Include all required documents along with the application form:
 - Copy of State of Hawai'i General Excise License
 - Copy of Home State Valid Wine Manufacturer's License
 - Copy of TTB Manufacturer's Basic Permit (include any/all amendments if applicable)
 - Letter of Authorization (for 3rd party representation)
 - Payment of the \$48.00 permit fee
 - Check or Money Order payable to the Department of Liquor Control

- Application form includes the original "wet" signature of the Authorized Agent

- Licensee name is the same name across all government-issued documents.

- Trade Name (dba) is the same across all government-issued documents.

- Letter of Authorization, for 3rd party representation, must state the individual compliance agent(s)/representative as we do not accept blanket statements of authorization, i.e. "...hereby appoints/authorizes ABC Co. and any other employees, agents or assigns..."
 - Authorization letters more than two years old will not be accepted.

- Official government-issued documents only. The Department does **NOT** accept website printouts, i.e., active tax licenses, license renewal documents, etc.

- Any check/money order made payable to "HI Dept. of Liquor Control," "Hawaii Dept. of Liquor Control," or other variation **will be returned**. Hawai'i island is a separate island with its' own Liquor Control Department. If you need to distinguish between various licenses/permits for accounting purposes, please make the payment out to either "Department of Liquor Control – Maui" or "Maui County - Department of Liquor Control."

All applications, forms, or documents, and any information submitted to the Department, shall be true and accurate and shall not contain any false or misleading information. Applicant shall provide any documentation requested by the Department to verify any information submitted on any application, form, or document.