



Samuel M. Williams, Secretary  
Debbi Beavers, Director

Sam Brownback, Governor

## Memorandum

Date: December 20, 2017

To: City/County Clerks

From: Alcoholic Beverage Control

Re: 2017 Cereal Malt Beverage Changes

The Alcoholic Beverage Control is sending this notice to inform you of changes regarding Cereal Malt Beverage (CMB).

- The Office of the Kansas Attorney General has revised the CMB licensing application forms. Effective immediately, please ensure applicants are using the current application form with the revision date October 25, 2017. The applications now include a section to draw a diagram of their licensed premises. These applications can be found at <http://ag.ks.gov/licensing/other-forms>.
- The Alcoholic Beverage Control is now requiring city and county clerks to submit copies of completed CMB licensing applications along with the CMB Monthly Report (ABC-307) which can be found at <https://www.ksrevenue.gov/pdf/abc307.pdf>. As a reminder, the monthly report and remittance is due by the 25<sup>th</sup> of the month following the report period. This report is only required when a CMB license has been issued by the local county or city jurisdiction.
- If an existing CMB licensee wishes to add a pick-up lane to their licensed premise, the ABC suggests completing the licensed premise section of the CMB application and submitting a copy to the city/county clerk and to ABC. You may submit these to the ABC via the fax or email address above.

If you have any questions or need assistance, please contact ABC via email to [KDOR\\_abc.licensing@ks.gov](mailto:KDOR_abc.licensing@ks.gov). You may also contact Dorothy Hare at 785-296-7733 or Audra Shughart at 785-296-3139.