

Alcoholic Beverage Control
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Laura Kelly, Governor

Memorandum

TO: Kansas Liquor License and Permit Holders

FROM: Debbi Beavers, Director, Alcoholic Beverage Control Division

DATE: December 4, 2020

RE: Requiring Online Applications

The Liquor Control Act (K.S.A. 41-317) and the Club and Drinking Establishment Act (K.S.A. 41-2606) authorize the Kansas Alcoholic Beverage Control (ABC) director to prescribe the manner and method in which applications shall be submitted to the Division.

The Alcoholic Beverage Control Division has had an online system available since December 2014 yet has continued to accept paper applications. Currently, 81% of all applications are received online. **Effective January 1, 2021**, the Alcoholic Beverage Division will require online applications for all new or renewal license or permit applications.

To apply for a new license or to renew your current license online, go our website at [ABC Online - Kansas Login \(ksabconline.org\)](https://ksabconline.org)

If you do not already have an online account, you will need to obtain your online access code from your licensing representative. If you do not know who your licensing representative is, visit our website at [Kansas Department of Revenue Alcoholic Beverage Control - Contact Alcoholic Beverage Control \(ksrevenue.gov\)](https://ksrevenue.gov) to obtain their direct contact information.

The online system also requires you to pay online. You will be able to pay using an electronic check (ACH) or credit/debit card. The payment processor charges an additional convenience fee of \$1.50 for ACH payment or 2.5% of the total when using a credit or debit card for payment.

We understand this will be a change for some. However, it is necessary step as we continue to streamline our processes. Your licensing representative will be available to assist you should you need it when using the online system.

Thank you for your cooperation.