



State of Arizona
Department of Liquor Licenses and Control

Industry Notice

April 9, 2013

Annual Production Reporting Just Got Easier!

In Arizona, there are four (4) liquor licensees that are required to report production annually. The license types, reporting periods, due dates, and statutes which authorize annual production reporting requirements are shown in the table below.

License Type	Reporting Period	Due Date	Statute
Limited Out-Of-State Domestic Farm Winery (Series 2L)	fiscal year July 1 – June 30	July 31	A.R.S. §4-205.04
Domestic Farm Winery (Series 13)	fiscal year July 1 – June 30	July 31	A.R.S. §4-205.04
Limited Out-Of-State Domestic Microbrewery (Series 2L)	calendar year Jan 1 – Dec 31	January 31	A.R.S. §4-205.08
Domestic Microbrewery (Series 3)	calendar year Jan 1 – Dec 31	January 31	A.R.S. §4-205.08

Using the reporting periods and due dates shown above, licensees need only submit a copy of the most recent operations reports filed with the TTB as well as a notarized Arizona Annual Production Report Cover Sheet. Copies of operations reports must coincide with the Arizona production reporting period. For example, if you file monthly or quarterly with the TTB, you will need to include all reports that collectively reflect your Arizona reporting period.

Wineries

Effective June 30, 2013, Limited Out-Of-State Domestic Farm Wineries (Series 2L) and Domestic Farm Wineries (Series 13) must submit to the Department of Liquor by July 31 of each year, a copy of the *TTB's Report of Wine Premises Operations* (link to form # [TTB F 5120.17](#)) and a notarized Arizona [Annual Production Report Cover Sheet](#). The Annual Production Report Cover sheet can be found on page 3-4 of this notice. You may also have a form sent to by contacting your [Customer Service Representative](#).

Microbreweries

Effective June 30, 2013, Limited Out-Of-State Domestic Microbreweries (Series 2L) and Domestic Microbreweries (Series 3) must submit to the Department of Liquor by January 31 of each year, a copy of the *TTB's Brewer's Report of Operations* (link to form # [TTB F 5130.9](#)) and a notarized Arizona [Annual Production Report Cover Sheet](#). The Annual Production Report Cover sheet can be found on page 3-4 of this notice. You may also have a form sent to by contacting your [Customer Service Representative](#).

Submit Annual Production Report to: Nathaniel Snyder, Compliance Auditor Supervisor
 Arizona Department of Liquor Licenses and Control
 800 W. Washington St. 5th Floor
 Phoenix, Arizona 85007

Phone: 602-763-3854
 Email: nathaniel.snyder@azliquor.gov

NOTE: For the licenses identified above, annual production reporting is required in addition to annual license renewal applications. Click here for a complete list of [Arizona liquor license renewal dates and fees](#).

Penalties for Non-compliance with Annual Production Reporting and Audit Requirements

Domestic Microbrewery (Series 2L, and 3) Penalties

Statute	Description	1 st Offence	2 nd Offence	3 rd Offence
A.R.S. §4-205.08(B)	Failure to report annual production	\$500	\$1,000	\$1,500
A.R.S. §4-205.08(D)(1)	Failure to meet minimum allowable production limit	\$500	\$1,000	\$1,500
A.R.S. §4-205.08(D)(2)	Exceed maximum allowable production limits	\$500	\$1,000	\$1,500
A.R.S. §4-205.08(5)(b)	Excessive distribution	\$1,500	\$2,000	\$3,000

Domestic Farm Winery (Series 2L, and 13) Penalties

Statute	Description	1 st Offence	2 nd Offence	3 rd Offence
A.R.S. §4-205.04(B)	Failure to report annual production	\$500	\$1,000	\$1,500
A.R.S. §4-205.04(C)	Exceed maximum, or fail to meet minimum, allowable production limits	\$500	\$1,000	\$1,500

If you have questions, please contact Nate Snyder at nathaniel.snyder@azliquor.gov or 602-763-3854.

Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

ANNUAL PRODUCTION REPORT COVER SHEET

Arizona requires four (4) liquor licensees to report production annually (see table below). Annual Production Reports submitted to the Department will be reviewed to ensure annual production compliance.

Effective June 30, 2013 the Annual Production Report must be received by the Department 30 days after your reporting period ends. A completed Annual Production Report includes a copy of the most recent operations report(s) filed with the TTB and the notarized original of this cover sheet. Copies of the TTB operations reports you submit must coincide with the Arizona production reporting period shown below. If you file monthly or quarterly with the TTB, you will need to include all reports that collectively reflect your Arizona reporting period. TTB operations forms can be found on the TTB website (<http://www.ttb.gov/forms/index.shtml>) and are named: *Brewer's Report of Operations* and *Report of Wine Premises Operations*.

License Type	Reporting Period	Due Date
Domestic Farm Winery (series 2L or 13)	fiscal year July 1 – June 30	July 31
Domestic Microbrewery (Series 2L or Series 3)	calendar year Jan 1 – Dec 31	January 31

The period for the attached annual production report is: calendar fiscal year _____

Please check the box by the type of license you are reporting for:

- Limited Out-Of-State Domestic Farm Winery (Series 2L), (A.R.S. §4-205.04)
- Domestic Farm Winery (series 13), (A.R.S. §4-205.04)
- Limited Out-Of-State Domestic Microbrewery (Series 2L), (A.R.S. §4-205.08)
- Domestic Microbrewery (series 3), ([A.R.S. §4-205.08](#))

Licensee/Agent Name _____
Last First Middle

AZ License Number _____ Name of Licensed Business _____

Physical address of Business _____
Street City Zip County

Amount of wine/beer produced during the specified reporting period (in gallons) _____

Total amount of wine/beer sold to Arizona retail licensees (in gallons) _____

I _____, being first duly sworn upon oath, hereby depose, swear and declare that I
 (printed first, middle, last name)

am the AGENT, MANAGER, or AUTHORIZED OWNER OF RECORD AT THE ARIZONA DEPARTMENT OF LIQUOR for the Domestic Farm Winery identified above. I have read the contents and statements of this report and declare under penalty of perjury, that this report is true, correct and complete.

 (signature of applicant) (print first, middle, last name)

(_____) _____
 Area Code Daytime Phone Number Signatory's permanent email address

NOTARY

State of _____ County of _____
state county

The foregoing instrument was acknowledged before me this _____ day of _____, _____ year.

My commission expires on _____.

form updated 4/8/2013

A.R.S. §4-205.04. Domestic farm winery license; issuance; regulatory provisions; retail site

B. An applicant for a domestic farm winery license, at the time of filing the application for the license, shall accompany the application with the license fee. Persons holding a domestic farm winery license shall report annually at the end of each fiscal year, at such time and in such manner as the director may prescribe the amount of wine manufactured by them during the fiscal year. If the total amount of wine manufactured during the year exceeds the amount permitted annually by the license, the licensee shall apply for and receive a producer's license.

A.R.S. §4-205.08. Domestic microbrewery license; issuance; regulatory provisions; retail site

B. An applicant for a domestic microbrewery license, at the time of filing the application for the license, shall accompany the application with the license fee. Persons holding a domestic microbrewery license shall report annually at the end of each calendar year, at such time and in such manner as the director may prescribe the amount of beer manufactured by them during the calendar year and the amount delivered pursuant to subsection D, paragraph 5, subdivision (b). If the total amount of beer manufactured or delivered during the calendar year exceeds the amount permitted annually by the license, the licensee shall apply for and receive a producer's license.