

ALCOHOL AND TOBACCO COMMISSION

Nonrule Policy ATC-009

NOTICE: Under [IC 4-22-7-7](#), this document is required to be published in the Indiana Register and is effective on its date of publication. It shall remain in effect until the date it is superseded or deleted by the publication of a new document in the Indiana Register. The publication of the document will provide the general public with information about the Alcohol and Tobacco Commission's (ATC) official position concerning a specific issue.

DISCLAIMER: This nonrule policy is being established by the ATC consistent with its authority under [IC 7.1-2-3-2](#) and [IC 7.1-2-3-31](#). It is intended solely as guidance and shall be used in conjunction with applicable rules or laws. It does not replace applicable rules and laws, and, if it conflicts with these rules or laws, the rules or laws shall control.

AUTHORIZED: Alex D. Huskey, Chairman

SUPERSEDES: New

SUBJECT: The purpose of this nonrule policy is to implement a uniform procedure for the approval of events for which a gaming site permit holder may provide alcoholic beverages to guests without charge. [IC 7.1-3-17.5-6](#).

SCOPE: Gaming site permit holders may provide alcoholic beverages to guests without charge at an event subject to the approval of the ATC. [IC 7.1-3-17.5-6](#).

POLICY: Pursuant to [IC 7.1-3-17.5-6](#), "the holder of a gaming site permit may, subject to the aproval [sic] of the commission, provide alcoholic beverages to guests without charge at an event on the licensed premises."

To facilitate mandated ATC approval, gaming site permit holders shall submit to the ATC a Notice of Event. The required form is attached hereto as Exhibit 1. The Notice of Event shall be submitted to the ATC not later than seven days prior to the scheduled training.

NOTICE OF EVENT

Permitee:	_____
Permit Number:	_____
Address:	_____

Start Date/Time:	_____
End Date/Time:	_____
Expected Number of Guests:	_____
Description:	_____

You must send this form to either:
sbedwell@atc.in.gov
or
Indiana State Excise Police
3650 South US Highway 41

**Form must be received at least 7 days prior to the scheduled event.*

Approved: _____

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