



Office of Alcoholic Beverage Control  
City of Baton Rouge/Parish of East Baton Rouge  
9048 Airline Hwy.  
Baton Rouge, LA 70815  
Telephone (225) 389-3364; Fax (225) 389-7869

## Acknowledgment Statement Laws Concerning Classified/Retail Employee Licenses

**This Is To Acknowledge The Following:**

**9:1007 CLASSIFIED EMPLOYEE LICENSE REQUIRED:**

Any person employed in a Class A or R licensed business or a licensed limousine service who, as a function of their duties, dispense, sell or serve any alcoholic beverages as described in Section 9:1000(B) of this ordinance shall be required to be licensed. Persons required to hold permits under this section shall be referred to as classified employees and that classification, as used in this section, shall include, but not be restricted to mean bartenders, barmaids, waiters, waitresses, cocktail waiters, cocktail waitresses, managers, bouncers, doormen, disc jockeys and chauffeurs employed by a licensed limousines service except that this subsection shall not apply to a person holding a dealer's license, or to a person holding a Waiter/Waitress Alcoholic Beverage Permit as described in this ordinance.

**(A) RETAIL CLERK LICENSE REQUIRED:**

Any person employed in a Class B licensed retail business who, as a function of their duties, dispenses, sells or serves any alcoholic beverages as described in Section 9:1000(B) of this ordinance. Persons required to hold permits under this section shall be referred to as retail clerks and that classification, as used in this section, shall include, but not be restricted to mean managers, sales clerks, retail clerks, and check-out counter clerks.

**(B) WAITER/WAITRESS LICENSE REQUIRED:**

Any person employed in a Class A or R licensed retail business whose primary function is to take orders for and serve food and food items and who also takes orders for and serves alcoholic beverages in conjunction with the serving of those meals.

**I HAVE READ THE ABOVE REQUIREMENTS LISTED ABOVE AND UNDERSTAND THAT ANY VIOLATIONS WILL RESULT IN A FINE AND/OR SUSPENSION. THE ORIGINAL LICENSE OR A COPY MUST BE ON PREMISES AT ALL TIMES FOR INSPECTIONS.**

**Acknowledged & Received by:** \_\_\_\_\_  
Owner/Manager of Record Print and Sign

**Trade Name of Business:** \_\_\_\_\_

**Address of Business:** \_\_\_\_\_

**Reviewed By:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
ABC Representative