

DEPARTMENT OF LIQUOR CONTROL

LEO SANDOVAL-REYES, DIRECTOR



DEREK S.K. KAWAKAMI, MAYOR
MICHAEL A. DAHLIG, MANAGING DIRECTOR

July 6, 2023

RE: **Gross Sales Report and Percentage Fees**

Dear Licensees,

We appreciate your timely renewal submissions and are pleased to report that the number of renewals this year is strong compared to prior years.

We would like to remind you that the due date for the annual gross liquor sales report is July 31st, 2023. We encourage you to submit your reports as early as possible and not wait until the last minute to avoid any potential issues. The report can be submitted online, in-person, by fax, by mail, or email. If you choose to mail it, please ensure that the postmark is no later than **July 31st, 2023**, to avoid any violations of Kauai Liquor Commission Rule 4.7(a)(1) for Gross Liquor Sales Report, percentage fee, and records.

In addition, this year, every licensee must report the total value of all complimentary drinks given away during this reporting period. This is a new requirement that complies with Rule 4.7(a)(1) of the Kauai Liquor Commission Rules. Complimentary drinks are defined as individual servings of the licensee's liquor inventory exchanged for immediate goodwill. The value should be based on the licensee's prices routinely charged to cash-paying customers.

We appreciate your diligence in reporting and will issue invoices for percentage fees once all Gross Liquor Sales Reports have been submitted. Please note that the deadline for payment is **October 30th, 2023**. Kindly mark this date in your calendar as well.

If you have any questions, please do not hesitate to contact the Department of Liquor Control at 808-241-4966 or by email at liquor@kauai.gov.

Thank you for your cooperation.

Sincerely,

The Liquor Department
Aloha,

Department of Liquor Control Director