Update on Ordinance implementation to interested parties:

Rowan County enactment of Ordinance No 05-22 signed 7/19/22.

Best practices/checklist to follow:

* Read and understand guidelines of Ordinance:

[Alcoholic Beverage Control — Rowan County, Kentucky (rcky.us)](https://www.rcky.us/alcoholic-beverage-control)

* Application Process:

-Apply via the State of Kentucky ABC portal (link provided on RC website above)

-State of Kentucky requires new account setup and application process.

-State of Kentucky will follow-up on license type and confirm information provided

-Application normally takes 30-45 days to process.

-When application is approved and paid a State license will be provided to the Applicant.

-Approved license information will be provided to this office for confirmation. Maximum allowable time for this office to process is 30 days and all consideration will be to implement new license as expeditiously as possible.

-Upon confirmation of information provided on State License, Rowan County ABC Administrator requires payment of regulatory fees associated with new License and will issue County license for period of time allowed by the State of Kentucky License.

* Per the guidelines of the ordinance, Rowan County ABC office will implement a 5% regulatory fee (**MONTHLY**: due last date of previous month, i.e., Jan 31 is due Feb 28). All proceeds of funds will be utilized for the regulatory administration and policing of the new Ordinance. Further question should be raised to this office.
* All related forms to report regulatory fees and license update(s) will be provided on the website within the month of August.