

Off-Premises Licensed Inspection Checklist

INSPECTION DETAILS

Investigator Name: _____ Case Number: _____
 Date of Inspection: _____ Arrival Time: _____ Departure Time: _____

ESTABLISHMENT INFORMATION

Legal Business Entity: _____ D/B/A: _____
 Premises Address: _____ City: _____
 License/Permit #: _____
 Made Contact With: _____ Title: _____

INSPECTION CHECKLIST

Yes ¹	No ²	N/A ³	Applicable Law or Rule	Description
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	185 IAC 4.12	Issued license/permit/sign is prominently displayed in full view on licensed premises
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.30(2)	Possess tobacco permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.30(2)	Possess hemp permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.59	Sell alcoholic beverages with correct license/permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.30(2)	Allow interior access to living quarters with living quarters permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.49(2)(a)	Conduct gambling in compliance with 99B, 99D, 99F, or 99G
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	185 IAC 4.25	Employ persons over 16 years of age to sell alcoholic beverages
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.46A	Maintain accurate records of deliveries to consumers <i>Timeframe inspected:</i> _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.138	Maintain accurate records of beer purchases/keg registrations <i>Timeframe inspected:</i> _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.185	Maintain accurate records of wine purchases <i>Timeframe inspected:</i> _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.33	Maintain accurate records of liquor purchases <i>Timeframe inspected:</i> _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.30(3)(e)	Possess a TTB Basic Permit when wholesaling liquor and high alcoholic content beer to other liquor control licensees
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.142	Purchase beer for resale from licensed wholesaler
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.181	Purchase wine for resale from licensed wholesaler
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.30(3)	Purchase liquor for resale from licensed wholesaler
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.26	Possess liquor on licensed premises with identifying marker (Iowa 5¢ refund)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.49(2)(c)	Sell on credit with a bona fide credit card
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.49(2)(d)	Possess liquor in original container
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.49(2)(e)	Possess liquor and wine in original containers that have not been reused or adulterated
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.49(2)(g)	Possess liquor that has been duly purchased by the license/permit holder
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.51	Advertise alcoholic beverages legally
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	123.132	Properly fill, refill, seal, and sell growlers
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	142D	Prohibit smoking in public areas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	142D.6	Post nonsmoking sign/symbol
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	185 IAC 4.4	Store and sell alcoholic beverages from licensed premises, as described by sketch
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Does licensee/permittee participate in quantity discounts on alcoholic liquor purchases?

¹ Compliant ² Non-Compliant ³ Not Applicable

HANDOUTS PROVIDED

