

OREGON LIQUOR CONTROL COMMISSION

Clerk Training Course

Oregon has a mandatory training program for store clerks who sell alcohol to minors. If a clerk sells alcohol to a minor, or fails to properly verify a customer's age, the clerk must complete an approved training course. All employees who sell alcohol for grocery, convenience and liquor stores are covered by Oregon Administrative Rule 845-009-0145.

This rule states that if the OLCC determines a clerk sold to a minor or failed to properly verify age, it will notify the employer and:

- The clerk must attend an approved training program within 45 days.
- When the clerk completes the training, the licensee or liquor agent must notify the OLCC within seven days, attach verification to the OLCC-provided form, and send it to OLCC with a \$10 administrative fee.
- If the clerk does not complete approved training within 45 days, the licensee or liquor agent employing the clerk must not allow the clerk to sell any more alcohol.
- Employers must notify the OLCC if a program is not completed or if a clerk leaves their employment.
- Licensees can be charged with Category III and Category IV violations for failing to follow this rule. Liquor agents can receive a notice of violation. The OLCC can charge clerks who continue to sell alcohol.

Licensees and liquor agents can send clerks to an existing OLCC-approved training course, or ask the OLCC to approve their own course.



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Alcohol Server Education Program

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The mission of the OLCC is to promote the public interest through the responsible sale and service of alcoholic beverages.

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