

COVID-19: POSTPONEMENT OF ALCOHOL LICENSE RENEWAL FEES

Effective March 1, 2021

DEFERRING RENEWAL FEES IN THE 2021-2022 LICENSE YEAR

The OLCC has established a framework for deferred license renewal fees for the 2021-2022 license year. The framework applies to licensees who deferred payment of the 2020-2021 license year fee (and have not yet paid the deferred fee) and to those licensees who choose to defer payment of the 2021-2022 license year renewal fee. Please note that deferral of the fee does **NOT** mean that the fee has been waived. Please see the [Deferred Renewal Fee Acknowledgment](#) for more information on what fee deferral means for your business. **Licensees are of course welcome to pay license renewal fees at the time they are due or any time during the license year.**

Licensees who request deferral of the 2021-2022 license year renewal fee and complete all requirements for requesting deferral of the 2021-2022 license renewal fee will receive a license certificate providing authority to operate for the 2021-2022 license year. Licensees who deferred the 2020-2021 license renewal fee are not required to pay the deferred 2020-2021 license renewal fee in order to be eligible for deferral of the 2021-2022 license year renewal fee.

HOW DOES THIS AFFECT EACH LICENSE RENEWAL DISTRICT?

DISTRICT 2

The license year for this OLCC renewal district is from April 1 to March 31 of each year.

- This district includes all licensees within Clackamas, Clatsop, Columbia, Marion, Polk, Tillamook, Washington, and Yamhill counties. Most licensees in this district have already submitted a license renewal application to the OLCC.
- Licensees in District 2 that want to defer payment of license renewal fees and continue with the license privileges in the 2021-2022 license year have until **March 31, 2021** to submit a completed license renewal application packet (less the deferred renewal fee or fees) to the OLCC. You must meet all of the requirements to obtain a license certificate for 2021-2022 license year as described below.

DISTRICT 3

The license year for this OLCC renewal district is from July 1 to June 30 of each year.

- This district includes all licensees within Benton, Coos, Curry, Douglas, Lane, Lincoln, Linn counties and the city of Portland south of Burnside Street.
- Licensees in District 3 that want to defer payment of license renewal fees and continue with the license privileges in the 2021-2022 license year have until **June 30, 2021** to submit a completed license renewal application packet (less the deferred renewal fee or fees) to the OLCC. You must meet all of the requirements to obtain a license certificate for 2021-2022 license year as described below.

DISTRICT 4

The license year for this OLCC renewal district is from October 1 to September 30 of each year.

- This district includes all licensees within Baker, Crook, Deschutes, Gilliam, Grant, Harney, Hood River, Jackson, Jefferson, Josephine, Klamath, Lake, Malheur, Morrow, Sherman, Umatilla, Union, Wallowa, Wasco, and Wheeler counties.
- Licensees in District 4 that want to defer payment of license renewal fees and continue with the license privileges in the 2021-2022 license year have until **September 30, 2021** to submit a completed license renewal application packet (less the deferred renewal fee or fees) to the OLCC. You must meet all of the requirements to obtain a license certificate for 2021-2022 license year as described below.

DISTRICT 1

The license year for this OLCC renewal district is from January 1 to December 31 of each year.

- This district includes all licensees within Multnomah County and the city of Portland north of Burnside street¹.
- Licensees in District 1 that want to defer payment of license renewal fees and continue with the license privileges in the 2021-2022 license year² have until **December 31, 2021** to submit a completed license renewal application packet (less the deferred renewal fee or fees) to the OLCC. You must meet all of the requirements to obtain a license certificate for 2021-2022 license year as described below.

DEFERRED RENEWAL FEE LICENSE CERTIFICATES

HOW DO LICENSEES OBTAIN A DEFERRED RENEWAL FEE LICENSE CERTIFICATE

To obtain a deferred renewal fee license certificate, you must submit to the OLCC a completed renewal application (with the exception of the deferred renewal fee or fees) for the license that you want to renew. This means:

- **All questions** on the renewal application form must be answered.
- You must **pay** the local government processing fee (if the application requires it).
- The renewal application must contain **all appropriate signatures**.
- You must complete, sign and submit the [Deferred Renewal Fees Acknowledgment](#)
- You must submit your completed renewal application (except for the fee) and the Deferred Renewal Fees Acknowledgment to the OLCC **no later than the expiration date** of your current license.
- If your license has a **privilege tax bond or deposit requirement**, you must continue to meet this requirement.
- If your license requires liquor liability insurance, see below if you are interested in ceasing your liquor liability insurance.

¹ This district also includes all out-of-state direct shipper permittees, wine self-distribution permittees, and all certificates of authority (CERA). For the purposes of this document, the information for licensees in District 1 also applies to these out-of-state parties.

² For District 1, the applicable period of time is January 1, 2022 – December 31, 2022.

ISSUING A DEFERRED RENEWAL FEE LICENSE CERTIFICATE

After the OLCC determines your renewal application is complete (except for payment of the license fee), the OLCC will issue a license certificate to the licensee of record. The license certificate must be posted in the licensed premises and will allow you to continue to operating with all the privileges of the license. The license certificate will be issued for the full 2021-2022 license year for the renewal district where your business is located.

DO I NEED TO MAINTAIN MY LIQUOR LIABILITY INSURANCE?

If your license has a liquor liability insurance requirement **AND** you will cease the sale and service of alcohol for on premises consumption, you may be eligible to temporarily suspend your liquor liability insurance. For more information regarding this process please see the [Temporary Stop/Start Liquor Liability Insurance](#) fact sheet.

CONTACT OLCC

For questions about this temporary policy change, or to seek a return of license renewal fee payment, please contact us at OLCC.renewals@oregon.gov