



**Revenue Administration Division  
MATT Unit  
P.O. Box 2999  
Annapolis, MD 21404-2999**

**Checklist for Beer Non-Resident or Resident Dealer Permit Application**

The following is a checklist of the forms, etc., that must be sent to the Comptroller of Maryland, Revenue Administration Division's, Motor-fuel, Alcohol and Tobacco Tax Unit, when applying for a Non-Resident or Resident Dealer Permit authorizing the shipment of *beer* into the State of Maryland. Be sure to read thoroughly all the regulations, bulletins and notices enclosed before submitting your application. Incomplete applications or items not submitted will result in applications and check(s) being held in abeyance or returned until all requirements are met.

The following forms are enclosed and are to be completed and returned:

- \_\_\_\_\_ Permit Application (RAD 328) properly executed (one copy).
  
- \_\_\_\_\_ Form COM/RAD 330 - Beer Franchise Territories - one brand per page in duplicate.
  
- \_\_\_\_\_ Your check or money order made payable to: "Comptroller of Maryland" in the amount of \$200.00 to cover the fee for a Non-Resident or Resident Dealer Permit.
  
- \_\_\_\_\_ A security in the amount of \$5,000.00 must be posted. Use the enclosed beer bond form.
  
- \_\_\_\_\_ Separate check covering amount of initial prepayment of beer tax. Beer tax must be paid prior to beer entering the state.
  
- \_\_\_\_\_ A copy of your most recent financial statement.
  
- \_\_\_\_\_ A sample invoice you propose to use to bill Maryland wholesalers.
  
- \_\_\_\_\_ Letter(s) certifying that you are either:
  1. The actual brand owner of the brand(s) you propose to sell in Maryland,
  2. The appointed sales agent in Maryland of said brand owner,
  3. The United States Importer,
  4. An authorized agent of the United States Importer.