

# NORTH CAROLINA ALCOHOLIC BEVERAGE CONTROL COMMISSION

## PREMIXING REQUEST INSTRUCTIONS

- Access the Alcoholic Beverage Control Commission public website: <http://abc.nc.gov>
- Hover over the **Audit/Investigation** tab near the top right corner of the Home page. On the drop down menu, click on the **“Premixing Request Form”**
- Enter your permit number. Make certain that you enter the full permit number including all zeros in the permit number and any letters before or after the number. Example: 00123456MB. **This is a required field.**
- Enter your PIN number and click continue to access your business information
- Choose Premixing Request
- Enter the name of the person making the request, the business phone number, and e-mail address in the appropriate fields at the top of the form. **These are required fields.**
- Complete the “Name of Drink” and “Serving Size per Drink” fields. **These are required fields.**
- Enter each of the drink’s “Wet Ingredients” and “Dry Ingredients” as applicable and the number of ounces of each ingredient in the appropriate fields. Be sure to list all brands and types of spirituous liquors used. When entering the amounts, only enter the number of ounces as these are numeric fields.
- Complete the “Brand/type of dispensing equipment” and the “Brand/type of storage equipment”. **These are required fields.**
- When you have finished completing the form, click the “Submit” button.
- Unless we contact you to state that you must resubmit your request or that you must provide additional information in order to allow us to review a completed request, you will receive notification of approval or disapproval of your request. Do not begin preparing your recipe until you have received an approval from the Commission

### Pre-mixing rules NCAC.02S.0511 Pre-Mixing Drinks

- (a) Except as provided in this Rule, neither a mixed beverage permittee nor his employee shall pre-mix mixed beverages or prepare any mixed beverage before receiving an order for the beverage from a customer.
- (b) A mixed beverages permittee may pre-mix mixed beverages upon receiving Commission approval provided the following conditions are complied with:
- (1) No spirituous liquor may be used in the pre-mixing of mixed beverages except spirituous liquor on which the mixed beverages charge imposed by G.S. 18B-804(b)(8) has been paid. All spirituous liquor used for pre-mixing of mixed beverages shall be dispensed into the approved pre-mixing system from a container to which a mixed beverages tax stamp is affixed;
  - (2) All pre-mixing shall be done pursuant to a recipe that has been approved by the Commission. That recipe shall state the exact percentage and type or types of spirituous liquors and other alcoholic beverages used in the mixture;
  - (3) Pre-mixing shall be limited to those approved recipes for which the permittee prepares and sells at least five gallons per week. The Commission shall withdraw its approval for pre-mixing of any recipe for which this minimum standard is not maintained;
  - (4) Only equipment and systems approved by the Commission shall be employed in the pre-mixing and dispensing of mixed beverage;
  - (5) A permittee that is authorized to pre-mix mixed beverages shall maintain at all times an accurate inventory reflecting withdrawals from his spirituous liquor stock for purposes of pre-mixing that specifies:
    - (A) the brand and container size of each item withdrawn;
    - (B) the date and time of withdrawal; and
    - (C) the date and time partially used containers are returned to storage.