

## Catering endorsement

A catering endorsement on a license allows the catering and sale of alcohol to people attending a catered event at a place not licensed to sell alcohol.

## Who can get one?

- Beer and Wine & Restaurant Beer and Wine (RBW) Licenses [16-4-111, MCA](#).
- All-Beverage Licenses [16-4-204, MCA](#).

## What can licensees do with a catering endorsement?

### All-Beverage Licenses:

- May sell and serve alcoholic beverages to persons attending a catered event for on-premises consumption.

### Beer & Wine Licenses:

- May sell and serve beer or beer and wine to persons attending a catered event for on-premises consumption.

### RBW aka “Cabaret” Licenses:

- Food sales at the event must equal in cost to 65% of the total gross revenue from the catering contract. Most of your sales must be food at the catered event.
- May sell and serve beer and wine to people attending a catered event for on-premises consumption.

### Guest Ranch Catering Endorsement:

- May sell and serve alcoholic beverages to persons attending an event on the guest ranch other than at the licensed premises for on-premises consumption.
- These events do not need to be special events.
- Alcoholic beverages must be consumed where the event is held.
- Event may be sponsored by the concessionaire of the licensee that holds the catering endorsement.

## You may cater a catered event if it is:

- Within 100 miles of your licensed premises.
- Not held at a location already licensed for alcohol sales.
- Not being held by you, the licensee.
- Sponsored by someone with a written agreement.

## Alcohol may be stored at the event:

- One day before the event.
- During the event.
- One day following the conclusion of the event.

- **EXCEPTION:** If the licensee has a written agreement with the state of Montana, a political subdivision of the state, or a Montana university to sell and serve alcoholic beverages for multiple catered events at the premises, then the licensee may:
  - Store alcoholic beverages on the premises of the fairground, public sports arena, or Montana University for the length of the written agreement, if the alcoholic beverages can be stored in a secure location preventing access by anyone other than the licensee or the licensee's employees.

**NOTE:** Only the licensee and their employees may have access to the alcohol storage in a secured location preventing access by anyone other than the licensee or the licensee's employees.

## Who can serve at a catered event?

### Employees of the licensee.

- Volunteers of the licensee.
- Alcoholic beverage manufacturers or vendors, their employees, or registered vendor representatives if:
  - The licensee allows them.
  - They have a current license, registration, or permit from the department.
  - They have server training before the commencement of the catered event.

## Reporting

- Notify local law enforcement using the ABCD form and pay \$35 before the event.  
**EXCEPTION:** Licensees with a Guest Ranch Designation do not need to notify local law enforcement.
- Report the event to the department by the 15th of the following month through the TransAction Portal (TAP) at <https://tap.dor.mt.gov/>

## Allowed

- May cater an event within 600 feet of, **and** on the same street, as a church or school, if the church or school gives the written approval for the on-premises sale of alcohol where the event is to be held.
- May only share revenue with the following sponsors:
  - the State of Montana,
  - a political subdivision of the state,
  - a nonprofit business qualified under section 501(c), or
  - a Montana University when you have catered at a sporting event held at a Montana University.

## Not Allowed

- May not have alcohol in the event area that was purchased somewhere else.
- May not share revenue with others not listed above.
- May not sell alcohol to go.
- May not cater an event if you are a concessionaire. **EXCEPTION:** Licensees with a Guest Ranch Designation.
- May not cater an event when your license is on non-use status.
- May not cater an event on premises where an alcoholic beverage license is on non-use status.

## Most Common Mistakes

- Not having a sponsor or sponsoring your own event.
- Not having a catering contract.
- Not notifying local law enforcement.
- Not reporting the catered event.
- Reporting the catered event late.
- Catering on a licensed premises
- Allowing customers to bring their own alcoholic beverage on the catered event premises.
- Allowing customers to leave the catered event premises with their alcoholic beverages.
- Not having the proper signage: Catering Endorsement and Required Blue Underage Consequence sign.

---

All licensees must comply with all Federal and Montana alcoholic beverage laws and rules.

SECTIONS [16-4-111](#), [16-4-204](#), MCA and ARM [42.12.128](#)

[4.2024](#) Please note the information in department communications may have been modified, superseded, or made obsolete by changes in federal or state law or the Administrative Rules of Montana. If you need to verify the current validity of any Department of Revenue communication, please contact us.

Scan QR code for more fact sheets

