MANAGER TRAINING CLASSES
Now required, Effective January 2018

EVERY MANAGER working in a DABC retail licensed business must complete a Manager Training Program as a condition of renewing their DABC license.

An on-premise 'manager' includes owners and employees who manage operations of a DABC licensed premises or supervises over the furnishing of an alcoholic product.

- Currently, off-premise manager training is now required for all managers who manage operations at retail stores. New applicants must take training prior to or during the month the DABC Commission will grant them a license. New manager being hired have 30 days to complete the training.
- ALL NEW DABC APPLICANTS are required to obtain management training, and all managers must be trained as a condition of receiving a DABC license. The last date to complete the training for new applicants is prior to obtaining licensing.
- Any new managers being added to on premise license types must complete the manager training program and have their background check completed within 30 days of hire as a manager.

HOW TO SIGN UP FOR MANAGER TRAINING:

- Trainings are held at the DABC (unless otherwise noted) at 1625 South 900 West in Salt Lake City
- The fee is $25 per manager.
- Call DABC and register by phone 801.977.6800 or you can reserve your seat and pay on-line. Go to abc.utah.gov/managertraining
- Seating is limited so register early. Check on-line for address information not held at DABC.
- Please arrive 15 minutes early to check in and receive your packet.
- Anyone attending a training must bring a picture ID and a pen/pencil.
- Trainings held at DABC can be paid with checks, cash or credit cards. Trainings held anywhere other than DABC must be paid with checks only. No Cash or Credit Cards can be accepted.
- If attending training in St. George (due to limited parking at City Hall) please park across the street at the St. George Common Building.

2019 ON PREMISE MANAGER TRAINING DATES:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 12</td>
<td>10:00 AM</td>
<td>@ DABC</td>
</tr>
<tr>
<td>July 18</td>
<td>3:00 PM</td>
<td>@ DABC</td>
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2019 OFF PREMISE MANAGER TRAINING DATES:

<table>
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<th>Date</th>
<th>Time</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>July 23</td>
<td>10:00 AM</td>
<td>ON LINE CLASS</td>
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TO SIGN UP ON-LINE GO HERE