



Washington State Liquor and Cannabis Board

Private Clubs

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Liquor License Supervisor
January 9, 2026



Washington State Liquor and Cannabis Board

Club liquor licenses

Spirits/Beer/Wine (\$1,080)

Sell spirits, beer, and wine to members, visitors and guests for on-premises consumption

Beer/Wine (\$270)

Sell beer and wine to members, visitors and guests for on-premises consumption



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Endorsements

- Nonclub member-sponsored events (S/B/W only) (\$1,350)
 - Sponsoring member may invite visitors and guests
 - May use club liquor
 - Notify board 72 hours in advance with date, time, location, sponsor, and purpose of event
 - May not be open to the general public
- Off-premises sale wine to members/visitors/guests (S/B/W only) (\$180)
- Retailer receiving direct shipments (no fee)



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Who can you serve alcohol to?

Member: Person approved for membership with application, investigation, and approved by ballot. Courtesy cards may be issued to immediate family members.

Guest: Persons residing outside the immediate area given access with temporary membership cards up to 3 times per year, 14 consecutive days.

Visitor: Non-member given access by prearranged invitation from a member who accompanies them at all times.

Invitations at point of entry do not qualify



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Floor plans

- Once approved, changes to floor plans require approval
- Minors cannot belly up or stand at the bar counter
- Barriers are not required around the bar
- If you have a self-imposed minor restricted area that is separated from the rest of the club, minors may pass through so long as they don't stay



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Use of space by public

Allowed to rent, lease, or donate, all or a portion of the facility to a nonclub activity where the public is invited.

- A nonprofit organization holding a Special Occasion license may rent a room for their event and provide their own alcohol to guests BL1
- Banquet permit holder may rent a room and provide their own alcohol to invited guests
- Public non-alcohol event

Areas where liquor is sold, served, and consumed must be closed to the public.

Members may not possess alcohol in areas open to the general public.

Slide 6

BL1

Can we please say for the 1st bullet....."A nonprofit organization holding a special occasion license may rent a room for their event and provide their own alcohol to guests " pretty please?

Lehman, Beth A (LCB), 2025-12-30T17:03:54.213



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Special Occasion License

The non-profit club may also apply for a Special Occasion License

- 12 Special Occasion licenses annually for fundraising away from your premises. You may not hold a Special Occasion license at your licensed location.
- An auxiliary group can apply for a Special Occasion license and have their event at the club.
- No club liquor can be used for these events.



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Membership Drives

May hold membership drives to promote membership.

- Club membership drives up to 2 consecutive days per quarter, with 7 days between events
- These events may be advertised; the advertising must say the event is a membership drive.
- Club liquor may be sold to non-members during membership drives.
- Let your Enforcement Officer know prior.



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Outdoor events

May have outdoor events for members, up to 12 per year

BL1

- Submit request to Enforcement and Education Officer 5 business days in advance and receive approval, include:
 - Site plan of the area
 - Date, time and type of event
- Must have leasehold rights to the area being held
 - If not, a Special Occasion license may be used (remember, no club liquor)
- If adjacent/contiguous to licensed premises, needs a 42-inch barrier, no minors
- Club liquor may be used
- Alcohol must remain in the designated service area

Slide 9

BL1

I beg of you to PLEASE PLEASE PLEASE reiterate that the "Board" is Enforcement and not us. 😊 these instructions are the same as the "one-time-outdoor event" WAC 314-03-100 and are really the same thing. Question you might get is can I use the club liquor for these outdoor events? Of course the answer is yes with these.

Question - Can I move my beer garden into the street for a festival someone else is putting on? Answer is they must have leasehold rights to the street and they don't so, no they cannot. They would get a SOL in that case because it's off their premises.

Lehman, Beth A (LCB), 2025-12-30T17:18:41.237



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Record keeping

- All records shall be accessible and available for inspection
- All visitor cards (3 years):
 - Date and time issued
 - Sponsoring member
 - Name, date of birth, and address of guest
- All invited guests and visitors to nonclub events
- House Rules and Bylaws
- Names and addresses of members
- Names, address, and occupation of officers
- Notify the board when officers change



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Advertising

- No advertising implying that the club is open to the public
- Can advertise to members:
 - Clear it's for members only
 - Don't imply the public is welcome to attend
 - Membership drives may be advertised if clear that it's a membership drive
 - Don't advertise for nonclub events
 - May advertise events under a Special Occasion License to the public

BL1

Slide 11

BL1

Can you please add a bullet under the "can advertise" section to say "Events under special occasion licenses" or similar? Thanks 😊

Lehman, Beth A (LCB), 2025-12-30T17:24:51.371



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Licensee Responsibilities

- Don't Permit any disorderly person to remain on the licensed premises.
- May not consume liquor of any kind while working on the licensed premises.
- Sales and service of alcohol to minors is illegal.
- Sales or service to persons who appear intoxicated is illegal, but they may remain on the premises if they are not disorderly.
- Anyone selling or serving alcohol needs a MAST permit
- No cannabis of any kind allowed on the premises.

BL1

Slide 12

BL1

Got asked about cannabis a lot since they were a “private club” so you might want to think about adding a bullet saying cannabis isn’t allowed on the club premises. Only a suggestion. MY SOL presentation has a big old pot leaf with a red circle and line through it lol.

Lehman, Beth A (LCB), 2025-12-30T17:26:44.985



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Laws and Rules

- Advertising WAC 314-52-115
- Club rules WAC 314-40
- Private club beer/wine laws RCW 66.24.452
- Private club spirits/beer/wine laws RCW 66.24.450



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Thank You!

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