

**Chapter 314-21 WAC  
CONTROLLED PURCHASE PROGRAMS**

Last Update: 11/6/24

**WAC**

314-21-005      What is an in-house controlled purchase program?  
314-21-015      How can liquor licensees receive approval to conduct an in-house controlled purchase program?  
314-21-025      What are the guidelines for controlled purchase programs?

**WAC 314-21-005   What is an in-house controlled purchase program?**

(1) Per RCW 66.44.290, an in-house controlled purchase program is a program that allows retail liquor licensees to use 18, 19, or 20 year old persons to attempt to purchase alcohol for the purpose of evaluating the licensee's training program regarding the sale of liquor to persons under 21 years of age.

(2) The licensee's controlled purchase program must meet the requirements of RCW 66.44.290, WAC 314-21-015, and 314-21-025.

(3) Per RCW 66.44.290, violations occurring under an in-house controlled purchase program may not be used for criminal prosecution or administrative action by the liquor and cannabis board.

[Statutory Authority: RCW 66.08.030 and 2015 c 70. WSR 24-16-064, § 314-21-005, filed 7/31/24, effective 8/31/24. Statutory Authority: RCW 66.08.030 and 66.44.290. WSR 02-11-030, § 314-21-005, filed 5/7/02, effective 6/7/02.]

**WAC 314-21-015   How can liquor licensees receive approval to conduct an in-house controlled purchase program?** A retail liquor licensee must receive prior written approval from the liquor and cannabis board's enforcement and education division before conducting an in-house controlled purchase program.

(1) The board's approval will be based on the licensee submitting a written plan that meets the requirements outlined in RCW 66.44.290 and chapter 314-21 WAC.

(2) It will take up to 20 days for the licensee to receive written approval from the liquor and cannabis board's enforcement and education division once the licensee submits a properly completed written request, therefore the licensee must submit his/her request in writing to the board's enforcement and education division at least 20 working days prior to the first controlled purchase program.

(3) The written request must contain:

(a) The location(s) at which the licensee would like to conduct controlled purchase programs.

(b) The name and contact telephone number(s) of the person who will be on the premises supervising the control purchased program, who must be at least 21 years of age.

(c) The licensee's written procedures for their in-house controlled purchase program, which must address all of the guidelines in WAC 314-21-025.

[Statutory Authority: RCW 66.08.030 and 2015 c 70. WSR 24-16-064, § 314-21-015, filed 7/31/24, effective 8/31/24. Statutory Authority: RCW 66.08.030 and 66.44.290. WSR 02-11-030, § 314-21-015, filed 5/7/02, effective 6/7/02.]

**WAC 314-21-025 What are the guidelines for controlled purchase programs?** A retail liquor licensee may conduct an in-house controlled purchase program under the following conditions:

(1) The licensee must keep a statement on file signed by the licensee and each employee indicating that the employee has received training regarding the sale of liquor to persons under 21 years of age. Restaurant, tavern, or sports/entertainment facility licensees must keep on file either such a statement for each employee or a copy of the employee's mandatory alcohol server training permit. These records must be maintained on the licensed premises, available for inspection by the board, unless otherwise approved in writing by the liquor and cannabis board's enforcement and education division.

(2) During an in-house controlled purchase program, the person supervising the program must possess:

(a) The licensee's controlled purchase program procedures,

(b) The board's written approval of the in-house controlled purchase program, and

(c) Valid identification (see WAC 314-11-025 for a list of acceptable identification).

(3) The persons participating in the in-house controlled purchase program must be at least 18 years of age.

(4) The persons participating in the in-house controlled purchase program may not use fraudulent identification and should not be deceptively mature in appearance.

(5) The licensee must ensure that two photos are taken of the persons participating in the in-house controlled purchase program on the day of the program. One photo must be full face and one photo must show the employee from head to toe. These photos must be maintained on the licensed premises, available for inspection by the board.

(6) If persons participating in the in-house controlled purchase program are paid for their time, the compensation of such persons may not be based on the number of successful purchases made during the course of the in-house controlled purchase program.

(7) The licensee must have written procedures that ensure any liquor purchased by an 18, 19, or 20 year old person during an in-house controlled purchase program is adequately secured by the licensee or an employee who is at least 21 years of age immediately following an occurrence of any purchase.

(8) Per RCW 66.44.290, the licensee must provide their employees a written description of the employer's in-house controlled purchase program, which must include a notice of action an employer may take as a consequence of an employee's failure to comply with the employer's policies regarding the sale of alcohol during an in-house controlled purchase program.

(9) Per RCW 66.44.290, a licensee may not terminate an employee solely for a first-time failure to comply with the licensee's policies regarding the sale of alcohol during an in-house controlled purchase program.

(10) If a licensee's controlled purchase program fails to meet any of the requirements of RCW 66.44.290, WAC 314-21-015, or 314-21-025, the board may revoke its approval to conduct in-house controlled purchase programs. The licensee may reapply for approval to conduct in-house controlled purchase programs not less than one year following the board's revocation of approval.

[Statutory Authority: RCW 66.08.030. WSR 24-23-002, s 314-21-025, filed 11/6/24, effective 12/7/24. Statutory Authority: RCW 66.08.030

and 2015 c 70. WSR 24-16-064, § 314-21-025, filed 7/31/24, effective 8/31/24. Statutory Authority: RCW 66.08.030 and 66.44.290. WSR 02-11-030, § 314-21-025, filed 5/7/02, effective 6/7/02.]