

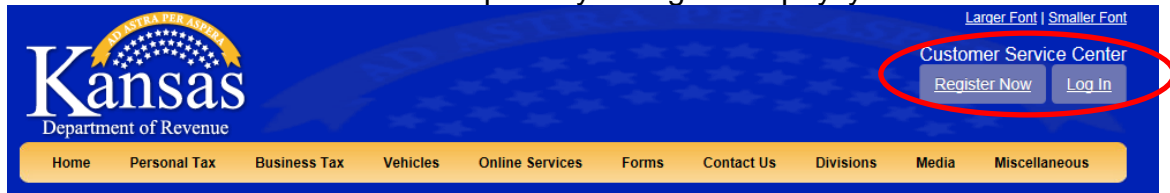
How to register to enter a Special event online

The steps below provide a guide for Kansas farm wineries, microbreweries and microdistilleries who possess a state issued liquor license to register special events. Special events are monitored and regulated by the Alcoholic Beverage Control (ABC) and allow these licensees an opportunity to offer complimentary tastings of wine, beer or spirits that they manufacture. Remember – there cannot be a charge for these samples.

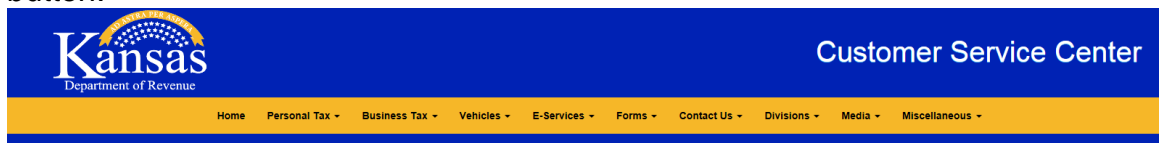
In addition to offering tastings at the special event, K.S.A. 41-308a also allows Kansas farm wineries to sell unopened containers of their manufactured wine if the event is held in a location where alcohol retail sales are authorized.

Special tasting events must be held in a location where liquor by the drink is authorized. However, special tasting events cannot be held on a premise that possesses a private club liquor license or only a cereal malt beverage license.

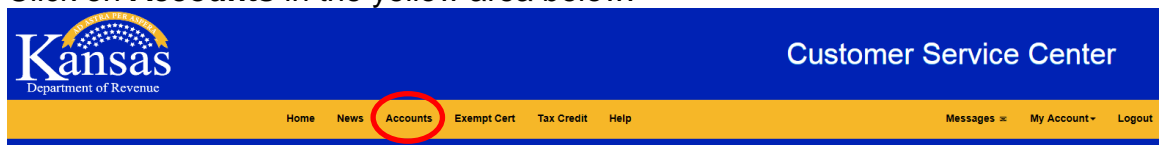
1. Navigate to <https://www.ksrevenue.gov>
2. Look in the top right hand corner for sign in area. Click **Log in** or **Register Now**. Note – this is the same place you log in to pay your taxes online.



3. Log in by entering your email address and password. Then use the **Sign In** button.



4. Click on **Accounts** in the yellow area below.



- Click the **Manage Account*** link on your Liquor Enforcement Account Type row.

*If you do not see your Liquor Enf Account listed, click on the blue button labeled **Add an Existing or Register a New account to this login**. Please dial 785-296-6993 to obtain your Access Code. You will need to provide your Liquor License number to the Electronic Services representative in order to retrieve your Access Code.

Once you have received your access code, enter the Identification Number (your 9 digit EIN) and the Access Code (provided by Electronic Services). Click Continue and then Save. This will link your account to the Accounts screen.

- Under the Account Management Section for your Liquor Enf Account type, you will find **Register or View Special Event****

If you do not have the **Register or View Special Event option please contact Electronic Services at 785-296-6993 to request the Special Event option be added to your existing Liquor Enforcement account type.