

State of Louisiana
Office of Alcohol and Tobacco Control

John Bel Edwards
Governor



Juana Marine-Lombard
Commissioner

February 28, 2019

EMPLOYEE RECORDS WARNING NOTICE

To All Retail Permit Holders:

The Louisiana Office of Alcohol and Tobacco Control (ATC) has received reports of retail permit holders failing to maintain or allow inspection of records, specifically employee records. ATC utilizes your employee records to ensure compliance with employee age requirements under La. R.S. 26:90(A)(8) and entertainer age requirements under La. R.S. 26:90(E). Failure to maintain employee records sufficient to allow ATC to verify that all employees and entertainers meet age requirements may result in the fining of the establishment or the suspension and revocation of your alcohol and tobacco license. Reminder - all employee records must be maintained on premises and available for inspection by ATC. Failure to maintain and allow inspection of records may also subject all of the permit holder's alcoholic beverages to seizure, forfeiture, and sale pursuant to La. R.S. 26:370.

Should you have any questions regarding same, please do not hesitate to contact our office.

Thanking you in advance, I remain,

A handwritten signature in cursive script, appearing to read "Juana Marine-Lombard".

Juana Marine-Lombard, Commissioner
Louisiana Office of Alcohol and Tobacco Control