

FORMAT

**for an
ACKNOWLEDGEMENT OF
RECEIPT OF
A WINE DELIVERY**

**to be used by a Common Carrier
when delivering Wine
Sold and Shipped Directly
to a New York Residential Customer
for such Customer's Personal Use
and Not for Resale
from a New York State Licensed
Wine Manufacturer or
from the holder of an Out-of-State
Direct Shipper's License
issued by New York State**

[As required by Alcoholic Beverage Control
Law §§ 79-c.(3)(e)(ii), 79-d.(1)(e)(ii)]

**INSTRUCTIONS FOR COMPLETING
THE
ACKNOWLEDGEMENT OF RECEIPT
OF A WINE DELIVERY**

**CARRIER CONFIRMATION OF IDENTIFICATION
PRESENTED BY THE WINE RECIPIENT**

THE CARRIER MUST MAINTAIN AN ELECTRONIC OR
PAPER RECORD DOCUMENTING THAT
THE RECIPIENT OF THE WINE PRESENTED PROPER
AND VALID IDENTIFICATION.

**(1) EXAMINE THE IDENTIFICATION PRESENTED
BY THE PROPOSED RECIPIENT.**

DO NOT ACCEPT A FORM OF IDENTIFICATION
UNLESS YOU ARE FULLY FAMILIAR WITH ITS
CONTENTS AND HAVE CAREFULLY COMPARED
THE PHOTOGRAPH ON THE IDENTIFICATION
WITH THE PERSON PRESENTING IT

**(2) MAKE A RECORD OF THE TYPE OF
IDENTIFICATION YOU EXAMINED.**

FOR EXAMPLE, IF A NEW YORK DRIVER'S
LICENSE IS PRESENTED, CHECK THE FIRST BOX
IN THE LEFT HAND COLUMN, AND THE FIRST
BOX IN THE RIGHT HAND COLUMN.

**(3) SPECIFY ANY ADDITIONAL FACTS
REQUIRED, SUCH AS THE NAME OF ANOTHER
STATE, TERRITORY, COUNTRY, OR BRANCH OF
ARMED FORCES.**

**(4) RECORD THE DATE THE IDENTIFICATION
PRESENTED WILL EXPIRE.**

**(5) GET THE SIGNATURE OF THE PERSON
RECEIVING THE WINE DELIVERY.**

**(6) RECORD THE NAME OF THE EMPLOYEE
MAKING THE DELIVERY.**

(7) RECORD THE TIME AND DATE OF DELIVERY.

ACKNOWLEDGEMENT OF RECEIPT OF A WINE DELIVERY

CARRIER CONFIRMATION OF IDENTIFICATION PRESENTED BY THE WINE RECIPIENT

CARRIER'S NAME		
CARRIER'S ADDRESS		
CARRIER ACCOUNT NUMBER ASSIGNED TO THIS WINERY-SHIPPER	CARRIER DELIVERY NUMBER ASSIGNED TO THIS DELIVERY	CARRIER'S NEW YORK STATE LICENSE NO.
WINERY-SHIPPER'S NAME		
WINERY-SHIPPER'S ADDRESS		
WINERY-SHIPPER'S FEDERAL BASIC PERMIT NO.	WINERY-SHIPPER'S HOME STATE WINERY LICENSE NO.	WINERY-SHIPPER'S NEW YORK STATE OUT-OF-STATE DIRECT SHIPPER'S LICENSE NO.
NAME OF PERSON RECEIVING ITEM		
ADDRESS OF PERSON RECEIVING ITEM		

**TYPE OF IDENTIFICATION PRESENTED
BY THE WINE RECIPIENT**

↓ CHECK ONE BOX IN EACH OF THE TWO COLUMNS BELOW, AND
SPECIFY ADDITIONAL FACTS AS REQUIRED ↓

ACCEPTABLE FORMS OF IDENTIFICATION	IDENTIFICATION WAS ISSUED BY (SPECIFY ADDITIONAL FACTS WHERE REQUIRED)
<input type="checkbox"/> Valid Driver's License	New York State <input type="checkbox"/> Other State _____ <input type="checkbox"/> (Specify) Federal Government <input type="checkbox"/>
<input type="checkbox"/> Valid Non-Driver Identification Card	United States Territory, Commonwealth, or Possession (Specify) _____ <input type="checkbox"/> District of Columbia <input type="checkbox"/> Provincial Government of the Dominion of Canada <input type="checkbox"/>
<input type="checkbox"/> Valid Passport	The United States Government <input type="checkbox"/> The Country of _____ <input type="checkbox"/> (Specify)
<input type="checkbox"/> Valid Identification Card issued by the Armed Forces of the United States	Identify Branch of the Armed Forces _____ (Specify)

**EXPIRATION DATE OF
IDENTIFICATION PRESENTED**

____ / ____ / ____
Month Day Year

SIGNATURE OF PERSON RECEIVING THE WINE DELIVERY

NAME OF THE EMPLOYEE MAKING THE WINE DELIVERY	TIME OF DELIVERY	DATE OF DELIVERY
	AM PM	____ / ____ / ____
	Hour Minute	Month Day Year