

## Program Roll-Out Guidelines:



## TENNESSEE

In Tennessee, all alcohol service employees must attend a Tennessee Alcoholic Beverage Commission (TABC) certified alcohol training course and obtain a server permit within 61 days from the date they were hired. Server permits are valid for 5 years. The cost of the permit is \$20.00 and the form used is the Employee on Premise Permit form, form number AB-0001, which can be obtained from the TABC.

Companies will submit the ServSafe Alcohol™ program to the State of Tennessee as their training curriculum along with a list of its instructors. The ServSafe Alcohol curriculum has already been approved for use in Tennessee.

Prior to teaching any ServSafe Alcohol courses, instructors must complete and submit an instructor questionnaire, the declaration of citizenship form and \$150 fee to the TABC and receive approval from the TABC. Upon approval, the TABC will issue a certificate to the instructor that is valid for 1 year.

Instructors must incorporate the Tennessee supplement into their training classes. Approved ServSafe Alcohol Instructors can download the Tennessee supplement at [www.servsafe.org](http://www.servsafe.org). A TABC approved alcohol education course must also have a minimum of 5 hours of instruction time. All trainees must also be given the written materials for the class.

Within 21 days of completing an alcohol training course, the certified instructor must provide the TABC with a list of the students who have successfully completed the course along with the \$15.00 fee for each name submitted.

### **STATE LIQUOR AUTHORITY:**

Tennessee Alcoholic Beverage Commission  
500 James Robertson Parkway 3<sup>rd</sup> Floor  
Nashville, Tennessee 37243-0755  
Phone: 615-741-7545  
Fax: 615-741-0847  
Website: <http://www.tn.gov/>

### **STATE LAWS:**

The link to the Tennessee statutes relating to alcoholic beverages is available at <http://www.state.tn.us/abc/links.html>.