

**AMENDMENT NO. 2016-01**  
**CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**  
**RULES AND REGULATIONS**

**FOR** the purposes of altering the Rules and Regulations of the Board of License Commissioners for Caroline County;

**BY** amending Section 2.18 specifying where fines and fees are to be paid and the time allowed to pay fines; and

**BY** adding Section 2.8.1 making failure to pay a fine a violation of the Rules and Regulations.

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**2.18 FEES AND FINES**

All fees must be paid by cash, check, money order or credit card and paid to the order of the Caroline County Commissioners. All fines must be paid by cashier's check or money order and made payable to the Caroline County Commissioners. Fees and fines must be paid at the office of the Caroline County Board of License Commissioners, in the Health and Public Services Building, 403 South 7<sup>th</sup> Street, Suite 210, Denton, Maryland 21629-1335. Unless a timely appeal is filed, all fines made by the Board must be paid in full within thirty (30) days of the hearing date.

**2.18.1 FAILURE TO PAY FINE**

Unless a timely appeal is filed, the failure to pay a fine in full within thirty (30) days of the hearing date will constitute a violation of these Rules and Regulations and will result in the temporary suspension of the license in question unless otherwise determined by the Board. Any licensee who fails to pay a fine in full pursuant to Rule 2.18 shall be subject to a show cause hearing for a violation of the Rule.

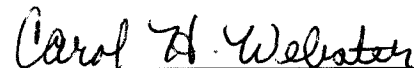
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Pursuant to the power vested in it by Section 16-301(a) of Article 2B of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, revise their Rules and Regulations by AMENDING Section 2.18 and ADDING section 2.18.1, and hereby reenact as revised effective this 24 day of February, 2016.

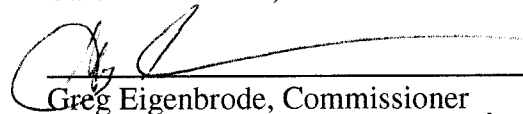
**ADOPTED:** February 24, 2016

**EFFECTIVE:** May 1, 2016

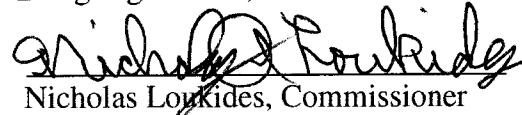
**Caroline County Board of  
License Commissioners**



Carol H. Webster, Chair



Greg Eigenbrode, Commissioner



Nicholas Loukides, Commissioner

**AMENDMENT NO. 2016-02**  
**OF**  
**THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**  
**RULES AND REGULATIONS**

**FOR** the purposes of amending the Rules and Regulations of the Board of License Commissioners for Caroline County, to delegate authority to the Alcoholic Beverage Inspector to issue citations for first offense of specific violations, and to set the amount of fines for those violations

**BY** adding to Board of License Commissioners Rules and Regulations  
Section 2.06.1. titled 'Citations, Delegation of Authority'

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**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.06.1, 'Citations, Delegation of Authority', be added to the Rules and Regulations to read as follows:

**2.06.1 CITATIONS, DELEGATION OF AUTHORITY**

- (a) The Alcoholic Beverage Inspector is authorized to issue civil citations for first violations of the following Caroline County Board of License Commissioners Rules and Regulations: 2.01, 2.06, 2.13, 2.14, 2.17B, 2.19, 2.20C, 2.25, 2.29, 2.32, 2.34, 2.36, 2.43, 2.44, 2.46, 2.48, 2.49, 2.50, 3.02, 3.04, 3.05, 3.06, 3.07, and 3.08.
- (b) Initial violations of the rules set forth herein are subject to a \$100.00 fine issued by the Inspector and payable pursuant to section 2.18.
- (c) Subsequent violations of these rules will be brought before the Board of License Commissioners.

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations AMENDING Section 2.06 by ADDING section 2.06.1, and hereby reenact as amended effective this 7<sup>th</sup> day of Sept., 2016.

**ADOPTED:** 9/7/2016

**EFFECTIVE:** Jan 1, 2017

**Caroline County Board of  
License Commissioners**

Carol H. Webster  
Carol H. Webster, Chair

Greg Eigenbrode  
Greg Eigenbrode, Commissioner

Nicholas Loukides  
Nicholas Loukides, Commissioner

**AMENDMENT NO. 2017-01**  
**OF**  
**THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**  
**RULES AND REGULATIONS**

**FOR** the purposes of amending the Rules and Regulations of the Board of License Commissioners for Caroline County, to require Licensee's to report to the Board of License Commissioners any conviction relating to alcohol or drugs; and establishing that failure to report will automatically result in a show cause hearing on suspension or revocation.

**BY RENUMBERING** Section 2.09  
to be Section 2.09 (a) (b) and (c)

and

**BY ADDING** to Board of License Commissioners Rules and Regulations paragraph (b) requiring self-reporting of criminal convictions related to alcohol or drugs; and paragraph (c) establishing that failure to report will automatically result in a show cause hearing.

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**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.09., 'Convictions Relating to Alcohol or Drugs', be amended s to read as follows:

**2.09 CONVICTIONS RELATING TO ALCOHOL OR DRUGS**

- (a) Any licensee who is convicted of violating any drug law, driving while intoxicated, driving under the influence of drugs or alcoholic beverages will subject the licensee to a possible fine and/or suspension or revocation pursuant to a hearing in accordance with Section §4-603 of the Alcohol Beverage Article of the Annotated Code of Maryland.
- (b) Licensee's convicted of the offenses set forth in paragraph (a) above, are required to provide written notice to the Board of License Commissioners within 10 days of said conviction.
- (c) Failure to report convictions will result in an automatic Notice to Show Cause why the license should not be suspended or revoked.

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Section 2.09 by renumbering Section 2.09 to included paragraphs (a) (b) and (c); and by Adding the provisions of paragraphs (b) and (c) and hereby reenact as amended effective this 22 day of March, 2017.

**ADOPTED:** 3/22/17

**EFFECTIVE:** 5/1/17

**Caroline County Board of License Commissioners**

Carol H. Webster  
Carol H. Webster, Chair

Greg Eigenbrode  
Greg Eigenbrode, Commissioner

Nicholas Loukides  
Nicholas Loukides, Commissioner

**AMENDMENT NO. 2017-02**  
**OF**  
**THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**  
**RULES AND REGULATIONS**

**FOR** the purposes of amending the Rules and Regulations of the Board of License Commissioners for Caroline County, to repeal the authority delegated to the Alcoholic Beverage Inspector to issue citations for first offense of specific violations, and to set the amount of fines for those violations.

**BY** repealing Section 2.06.1. titled 'Citations, Delegation of Authority' of Board of License Commissioners Rules and Regulations

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.06.1, 'Citations, Delegation of Authority', be repealed from the Rules and Regulations to read as follows:

**2.06.1 CITATIONS, DELEGATION OF AUTHORITY**

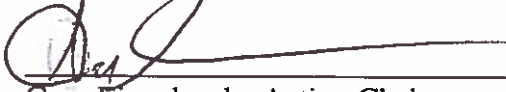
- ~~(a) The Alcoholic Beverage Inspector is authorized to issue civil citations for first violations of the following Caroline County Board of License Commissioners Rules and Regulations: 2.01, 2.06, 2.13, 2.14, 2.17B, 2.19, 2.20C, 2.25, 2.29, 2.32, 2.34, 2.36, 2.43, 2.36, 2.43, 2.44, 2.46, 2.48, 2.49, 2.50, 3.02, 3.04, 3.05, 3.06, 3.07, and 3.08.~~
- ~~(b) Initial violations of the rules set forth herein are subject to a \$100.00 fine issued by the Inspector and payable pursuant to section 2.18.~~
- ~~(c) Subsequent violations of these rules will be brought before the Board of License Commissioners.~~

Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations AMENDING Section 2.06 by REPEALING section 2.06.1, and hereby reenact as amended effective this 25 day of October, 2017.

**ADOPTED:** 10/25/17

**EFFECTIVE:** 10/25/17

**Caroline County Board of  
License Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Acting Chair

  
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Nicholas Loukides, Commissioner

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

Approved for Legal Sufficiency:

  
\_\_\_\_\_  
Heather Price, County Attorney

**AMENDMENT NO. 2018-01  
OF  
THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS  
RULES AND REGULATIONS**

**FOR** the purposes of amending the Rules and Regulations of the Board of License Commissioners for Caroline County, to require Licensee's to submit a request for a postponement to the Board Administrator; requiring good cause to be set forth in the request for a postponement; authorizing the County Attorney, Board Administrator and Board Chair to grant or deny a request for a postponement; and to clarify that administrative costs of a postponement shall be paid by licensee prior to rescheduling a granted postponement.

**BY ADDING TO** Section 2.22

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.22., 'Hearings and Conferences', be amended to read as follows:

**2.22 HEARINGS AND CONFERENCES**

All licensees or applicants for a license must be present during any hearing or conference scheduled by the Board. A licensee may submit a request to the Board Administrator to postpone a scheduled hearing or conference within five (5) business days of the date of the hearing or conference. Requests for postponement shall contain an explanation of good cause why the postponement should be granted. After review and consultation, the County Attorney, Board Administrator and Board Chairman are authorized to approve a request for postponement. If the postponement request is approved, all administrative costs associated with the postponement must be paid prior to rescheduling the hearing or conference.

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Section 2.22 by adding the provisions set forth above and hereby reenact as amended effective this 24 day of January, 2018.

**ADOPTED:** January 24, 2018

**EFFECTIVE:** January 24, 2018

**Caroline County Board of License  
Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Chair

  
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Nicholas Loukides, Commissioner

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

**AMENDMENT NO. 2018-02  
OF  
THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS  
RULES AND REGULATIONS**

**FOR** the purposes of amending the Rules and Regulations of the Board of License Commissioners for Caroline County to clarify the types of hearings held by the Board and to set a fee to cover administrative costs related thereto.

**BY ADDING TO** Section 2.22

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.22., 'Hearings and Conferences', be amended to read as follows:

**2.22 HEARINGS AND ~~CONFERENCES COSTS~~**

**a) HEARINGS. THE BOARD HOLDS TWO TYPES OF HEARINGS: VIOLATION HEARINGS AND INQUIRY HEARINGS.** All licensees or applicants for a license must be present during any hearing, ~~or conference~~ scheduled by the Board. A licensee may submit a request to the Board Administrator to postpone a scheduled hearing ~~or conference~~ within five (5) business days of the date of the hearing ~~or conference~~. Requests for postponement shall contain an explanation of good cause why the postponement should be granted. After review and consultation, the County Attorney, Board Administrator and Board Chairman are authorized to approve a request for postponement.

**b) COSTS. ~~If the postponement request is approved, LICENSEES WILL BE ASSESSED A FIFTY (\$50.00) DOLLAR FEE—all administrative~~ FOR costs associated with the A postponement APPROVED BY THE BOARD WHICH SHALL must be paid prior to rescheduling the hearing ~~or conference~~. IF FOUND IN VIOLATION, LICENSEES WILL BE ASSESSED A FIFTY (\$50.00) DOLLAR FEE FOR COSTS ASSOCIATED WITH VIOLATION HEARING.**

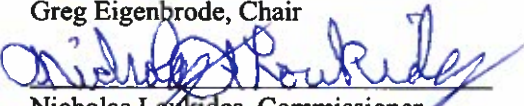
Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Section 2.22 by adding the provisions set forth above and hereby reenact as amended effective the 1 day of June 2018.

**ADOPTED:** May 23, 2018

**EFFECTIVE:** June 1, 2018

**Caroline County Board of License Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Chair

  
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Nicholas Loukides, Commissioner

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

Matter to be added is shown in **BOLD CAPITALIZATION**

Matter to be delete is shown in ~~strikethrough~~

**AMENDMENT NO. 2018-03**  
**OF**  
**THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**  
**RULES AND REGULATIONS**

**FOR** the purposes of clarifying the types of special events that are permitted by the Board for permanent on-premises license holders.

**BY ADDING TO** Section 2.49

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.49, 'Special Use of Licensed Premises', be amended to read as follows:

**2.49 SPECIAL USE OF LICENSED PREMISES**

Any licensee desiring to use the establishment for any type of special show, event or activity for any reason other than for what it is normally intended must submit a written request and receive written approval from the Board. **FOR PURPOSES OF THIS RULE, SPECIAL SHOW, EVENT OR ACTIVITY IS AN EVENT HELD OUTSIDE AND/OR AN EVENT HELD INSIDE THE LICENSED PREMISES THAT CAUSES AN INTERRUPTION OF NORMAL BUSINESS ACTIVITIES.**

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Section 2.49 by adding the provisions set forth above and hereby reenact as amended effective the 1 day of June 2018.

**ADOPTED:** May 23, 2018

**EFFECTIVE:** June 1, 2018

**Caroline County Board of License  
Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Chair

  
\_\_\_\_\_  
Nicholas Loukides, Commissioner

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

Matter to be added is shown in **BOLD CAPITALIZATION**

**AMENDMENT NO. 2018-04**  
**OF**  
**THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**  
**RULES AND REGULATIONS**

**FOR** the purposes of amending the Chapter 2 of the Rules and Regulations of the Board of License Commissioners for Caroline County (the Board) to clarify the Board's legal authority to impose fines and fees.

**BY ADDING** Section 2.30.1 to Chapter 2, General Provisions

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.30.1., 'Penalties', be added to read as follows:

**2.30.1 PENALTIES**

Fines and/or penalties imposed by the Board of License Commissioners are imposed pursuant to the authority granted by §15-2802 of the Alcoholic Beverages Article of the Annotated Code of Maryland.

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Chapter 2, General Provisions, by adding Section 2.30.1 2.22 as set forth above and hereby reenact as amended effective this 17 day of October, 2018.

**ADOPTED:** October 17, 2018

**EFFECTIVE:** October 17, 2018

**Caroline County Board of License  
Commissioners**

Absent

Greg Eigenbrode, Chair

  
Nicholas Loukides, Commissioner

  
Glen Plutschak, Commissioner



**AMENDMENT NO. 2019-01  
OF  
THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS  
RULES AND REGULATIONS**

**FOR** the purposes of amending the Chapter 2 of the Rules and Regulations of the Board of License Commissioners for Caroline County (the Board) to clarify that materially false statements are actionable as violations of the Board's Rules and Regulations governing licensees.

**BY ADDING** Section 2.57

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.57, 'False Statements', be added to read as follows:

**2.57 FALSE STATEMENTS**

No applicant, licensee, employee or agent shall make any materially false statement in any original application for an alcoholic beverage license, renewal application, letter or written statement, in testimony before the Boards or to any other representative of the Boards who may be conducting an official investigation.

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Chapter 2, General Provisions, by adding Section 2.57 as set forth above and hereby reenact as amended effective this 27 day of March, 2019.

**ADOPTED:** March 27, 2019

**EFFECTIVE:** March 27, 2019

**Caroline County Board of License  
Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Chair

  
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Nicholas Loukides, Commissioner

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

**AMENDMENT NO. 2019-02  
OF  
THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS  
RULES AND REGULATIONS**

**FOR** the purposes of amending the Chapter 2 of the Rules and Regulations of the Board of License Commissioners for Caroline County (the Board) to clarify that selling alcohol while serving a suspension constitutes sale without a license and will result is a violation of Board Rules and Regulations.

**BY ADDING** Section 2.45.1

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.45.1 ‘Selling Alcohol Without a License’, be added to read as follows:

**2.45.1 SELLING ALCOHOL WITHOUT A LICENSE**

No licensee, or any agent or employee of licensee, shall allow for the sale of alcohol while serving a suspension imposed by the Board. Suspensions conclude when Licensee regains possession of license and posts in accordance with Board Rules and Regulations.


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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Chapter 2, General Provisions, by adding Section 2.57 as set forth above and hereby reenact as amended effective this 22 day of May 2019.


**ADOPTED:** May 22, 2019

**EFFECTIVE:** May 22, 2019

**Caroline County Board of License  
Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Chairman

  
\_\_\_\_\_  
Nicholas Loukides, Vice-Chairman

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

**AMENDMENT NO. 2019-03  
OF  
THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS  
RULES AND REGULATIONS**

**FOR** the purposes of amending the Chapter 2 of the Rules and Regulations of the Board of License Commissioners for Caroline County (the Board) to

**BY DELETING** the requirement to maintain the confidential employee social security number records in any unprotected manner;

**BY ADDING** a requirement to produce confidential employee records, including social security records, within five (5) business days; and

**BY ADDING** language to clarify that family members handling alcoholic beverages for a licensee in a temporary and/or casual manner are considered employees.

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Section 2.17(b), 'Records', be amended to read as follows:

2.17(b) RECORDS – Licensee shall maintain a list containing the legal names, aliases, address, and ages all persons employed by them. Such records shall be open for inspection at any time by duly authorized representatives of the Board, all police departments, and other governmental agencies. Licensees are not required to keep confidential employee information in an unprotected manner. However, Licensees are required to provide confidential employee information within five (5) business day of request by one of the agencies listed above. Employees shall be defined to mean all permanent, full and part-time employees as well as all temporary or casual labor who handles alcoholic beverages. Family members handling alcoholic beverages for a Licensee in a temporary and/or casual manner or considered employees.

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Chapter 2, General Provisions, by adding Section 2.57 as set forth above and hereby reenact as amended effective this 25 day of September 2019.

**ADOPTED:** September 25, 2019

**EFFECTIVE:** September 25, 2019

**Caroline County Board of License  
Commissioners**

  
\_\_\_\_\_  
Greg Eigenbrode, Chair

  
\_\_\_\_\_  
Nicholas Loukides, Commissioner

  
\_\_\_\_\_  
Glen Plutschak, Commissioner

**AMENDMENT NO. 2021-1  
OF  
THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS  
RULES AND REGULATIONS**

**FOR** the purposes of amending Chapter 2 of the Rules and Regulations of the Board of License Commissioners for Caroline County (the Board).

**BY REPEALING** certain requirements that a person be a resident for a certain period of time, a taxpayer, and registered voter in order to be issued an alcoholic beverages license; and

**BY ADDING** language to clarify residency requirements when applying for and/or holding an alcoholic beverages license.

**BE IT ENACTED BY THE CAROLINE COUNTY BOARD OF LICENSE COMMISSIONERS**, that Rule 2.40, "RESIDENCY", be amended to read as follows:

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**KEY**

**Bolded and Underscored**.....Provisions to be added to the existing Rules.

~~**Bolded and Strikethrough**~~.....Provisions to be repealed from the existing Rules.

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**2.40 RESIDENCY**

Individuals, all partners in a partnership, at least one officer of a corporation, and at least one authorized licensee on behalf of a limited liability company must be a Caroline County resident ~~for the two years immediately prior to~~ **at the time of** the filing of the application, ~~a registered voter and a taxpayer~~, and **the applicable licensees** must remain ~~a residents~~ of Caroline County **for the duration of time that the while a license IS IN EFFECT, if the licensee is the only qualified Caroline County resident.**

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Pursuant to the power vested in it by Section §15-207 of the Alcoholic Beverages Article of the Annotated Code of Maryland, the Board of License Commissioners for Caroline County, Maryland, hereby revise their Rules and Regulations amending Chapter 2, General

Provisions, by amending Rule 2.40 as set forth above and hereby reenact as amended effective this 24 day of May, 2021.


**Caroline County Board of License  
Commissioners**

**ADOPTED:** May 25, 2021

**EFFECTIVE:** May 25, 2021

  
\_\_\_\_\_  
Gregory Eigenbrode, Chair

  
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Nicholas A. Loukides, Vice-Chair

  
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Glen Plutschak, Member