



OFFICE OF LEGISLATIVE SERVICES
ADMINISTRATIVE RULES
STATE HOUSE ANNEX
25 CAPITOL STREET, ROOM 234
CONCORD, NH 03301

Rulemaking Notice Form

Notice Number: 2025-230

Rule Number: Liq 903.01

1. **Agency:** Liquor Commission
50 Storrs Street
Concord, NH
2. **RSA Authority:** RSA 176:14, VIII; RSA 178:26, I and III; RSA 178:28; and RSA 179:57
3. **Federal Authority:**
4. **Action(s):** Readoption w/Amendment
5. **Short Title:** Billing and Pricing of Orders
6. **(a) Summary of what the rule says and of any proposed amendments including whether the rule implements a state statute for the first time:**

The purpose of Liq 903.01 is to communicate when the prevailing price on goods purchased from a warehouse or at a commission liquor store is determined.

The Liquor Commission is proposing to align the rule with when our new Enterprise Resource Planning (ERP) system determines the purchase price. The prior ERP system determined the purchase price based on the date the order was shipped from the warehouse. The new ERP system determines the purchase price based on the date the order was placed. Sale prices change based on the Commission's promotional calendar and the price of products could be different on the date of shipment than the price displayed when the order was placed.

This new process brings more transparency to the ordering process and more clearly communicates the purchase price to the licensee.

6. **(b) Brief description of the groups affected:**

This rule affects on-premises and off-premises licensees.

6. **(c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:**

RULE	STATUTE
903.01	RSA 176:14 VIII(a)

7. **Contact person for copies and questions including requests to accommodate persons with disabilities:**

Name: Janet Donnelly & Lexie Rojas	Title: Paralegal II & Attorney
Address: 50 Storrs Street	Phone Number: (603) 230-7048
	FAX Number:
	Email: janet.m.donnelly@liquor.nh.gov

8. **Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified:**

Monday, November 17, 2025

☐ **Fax**
☒ **Email** janet.m.donnelly@liquor.nh.gov
☐ **Other**

9. **Public hearing scheduled for:**

Date: Friday, November 7, 2025

Time: 10:00 AM – 12:00 PM

Place: NHLC Headquarters

50 Storrs Street

Concord, NH 03301

Electronic Access, if applicable: N/A

10. **Fiscal Impact Statement (Prepared by Legislative Budget Assistant):**

FIS #: 25:196, dated: 2025-09-02

1. **Comparison of the costs of the proposed rule(s) to the existing rule(s):**

There is no difference in costs when comparing the proposed rules to the existing rules.

2. **Cite the Federal mandate. Identify the impact on state funds:**

No federal mandate, no impact on state funds.

3. Cost and benefits of the proposed rule(s):

A. To State general or State special funds:

None.

B. To State citizens and political subdivisions:

None.

C. To independently owned businesses:

None.

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

The proposed rule does not violate Part I, Article 28-a of the N.H. Constitution. The proposed rule does not create a new program or responsibility but seeks to expand or modify an existing program or responsibility. The rule does not mandate or assign responsibility to any political subdivision that would increase the costs the political subdivision may pay.