

RBS Certification Instructions

License Type: 58 License Number: 36769 Business Address: 1094 Petaluma Blvd. S., Petaluma, CA 94952 RBS Portal: https://abcbiz.abc.ca.gov

Step-by-Step to Get RBS Certified

1. Create an RBS Server Account

- Visit: <u>https://abcbiz.abc.ca.gov</u>
- Click "Register", then choose "Server"
- Enter your information to create an account
- Important: When prompted, link to our license using:
 - License Number: 36769
 - License Type: 58
 - Business Address: 1094 Petaluma Blvd. S., Petaluma, CA 94952
- Save your Server ID you'll need it for the next steps

2. Take an Approved RBS Training Course

- Go to: https://abcbiz.abc.ca.gov/trainingProviders
- Choose a training provider from the list
- You can do the training 100% online no need to go in person
- Just pick a provider that offers online training
- Training typically costs \$6–\$20 and takes 2–3 hours (the post will reimburse you)
- Use your Server ID when signing up

3. Take the Official RBS Exam

- Log back into your account at https://abcbiz.abc.ca.gov
- Take the official RBS exam provided by the ABC
- Must score 70% or higher
- You have 3 attempts within 30 days of completing training

4. Notify Us When Certified

- Let us know when you've passed
- We'll confirm your certification is linked to our license
- You cannot serve alcohol until you are certified and connected to our license in the ABC system