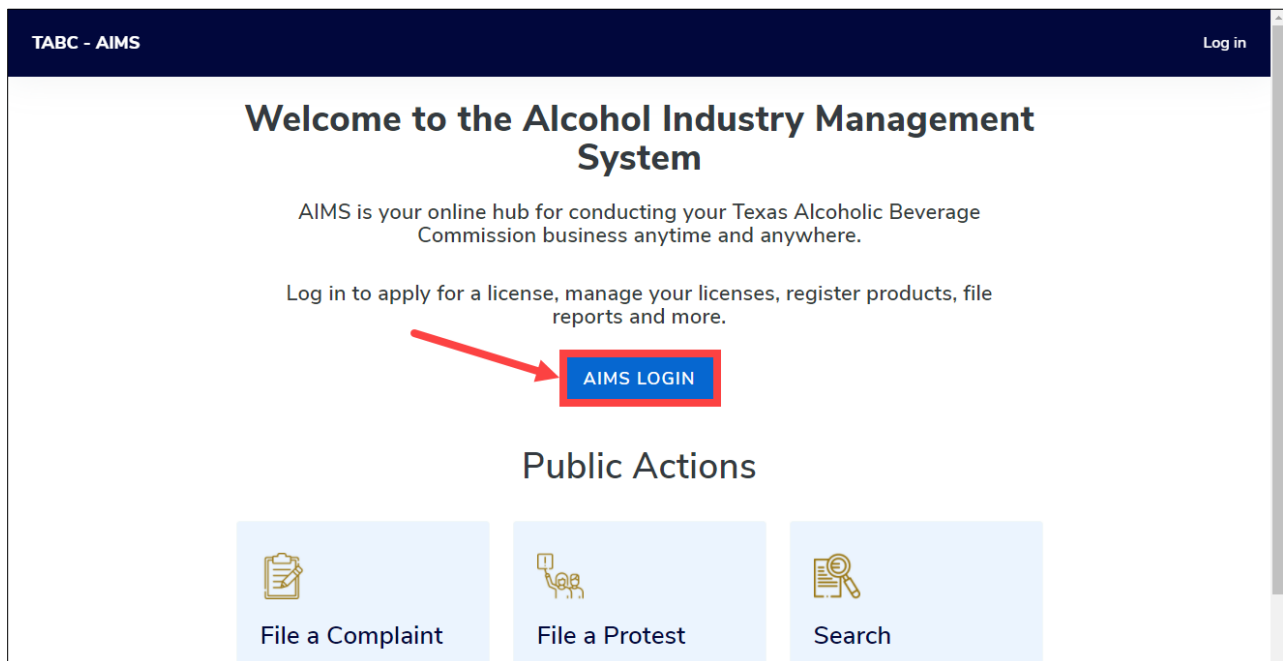
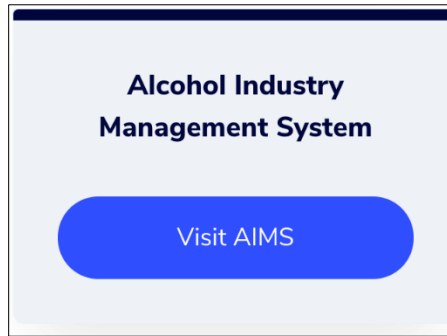




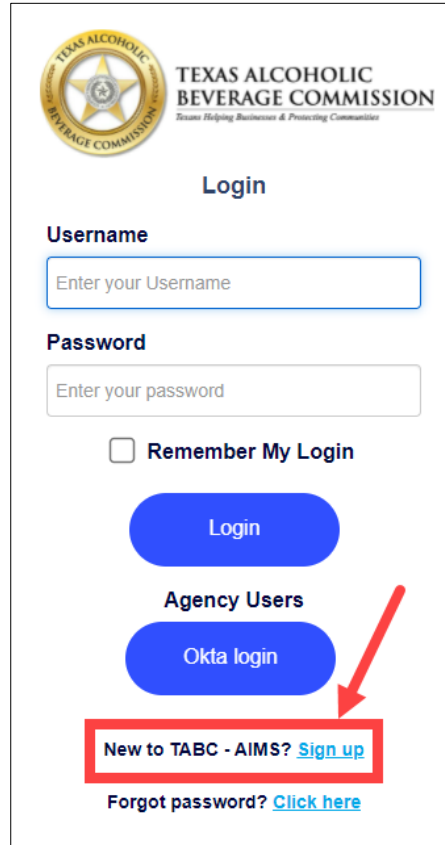
How To Create an Account in AIMS

The Alcohol Industry Management System (AIMS) will make it easier for TABC license and permit holders and applicants to do business with TABC anytime and anywhere. This document will provide guidance for creating an account in AIMS.

1. Enter tabc.texas.gov/aims in Google Chrome or Microsoft Edge on any device.
2. Click **Visit AIMS**. Then click **AIMS LOGIN**.



3. Click the **Sign up** link.



The screenshot shows the login page for the Texas Alcoholic Beverage Commission's AIMS system. At the top left is the TABC logo. The page title is "Texas Alcoholic Beverage Commission" with the tagline "Texas Helping Business & Protecting Communities". Below the title is the heading "Login". There are two input fields: "Username" with the placeholder "Enter your Username" and "Password" with the placeholder "Enter your password". Below the password field is a checkbox labeled "Remember My Login". A blue "Login" button is positioned below the checkbox. Underneath is the heading "Agency Users" followed by a blue "Okta login" button. At the bottom, there is a red-bordered box containing the text "New to TABC - AIMS? [Sign up](#)". A red arrow points from the "Okta login" button down to the "Sign up" link. Below the red box is the text "Forgot password? [Click here](#)".



4. Complete the form.

Your username must be at least six characters with no spaces.

Your password must have at least eight characters with at least **one of each of the following**:

- Uppercase character
- Lowercase character
- Number
- Special character (e.g., \$ or !).

When complete, click **Submit**.

Create an AIMS Account

The following information will be used to create an account in the Texas Alcoholic Beverage Commission's Alcohol Industry Management System (AIMS). Only one user can be created per email address. Once an account is created, you will not be able to change the username.

- Username must be at least six characters long and can have up to five letters and one underscore (_) or period (.) in the middle. Do not use spaces. Examples: John.Doe or John_Doe.
- Password must be at least eight characters long. It must contain at least one uppercase letter, one lowercase letter, one number and one symbol.

Username

First Name Last Name

Email Confirm Email

Phone Number Select Carrier

Password Confirm Password

Security Questions*

Security Question 1 Answer

Security Question 2 Answer

Security Question 3 Answer

i Troubleshooting Tip

What should I do if I'm having issues entering my phone number or finding my phone carrier?

Make sure you're entering any phone number using 10 digits only (i.e., no special characters).

If you don't see your phone carrier as an option, choose any carrier from the list and continue completing the form.

If you have a non-US number, TABC is working to resolve this issue.

5. After you create your account, an automated activation email will be sent to the email address you provided. Click **Activate**.



📘 Troubleshooting Tip

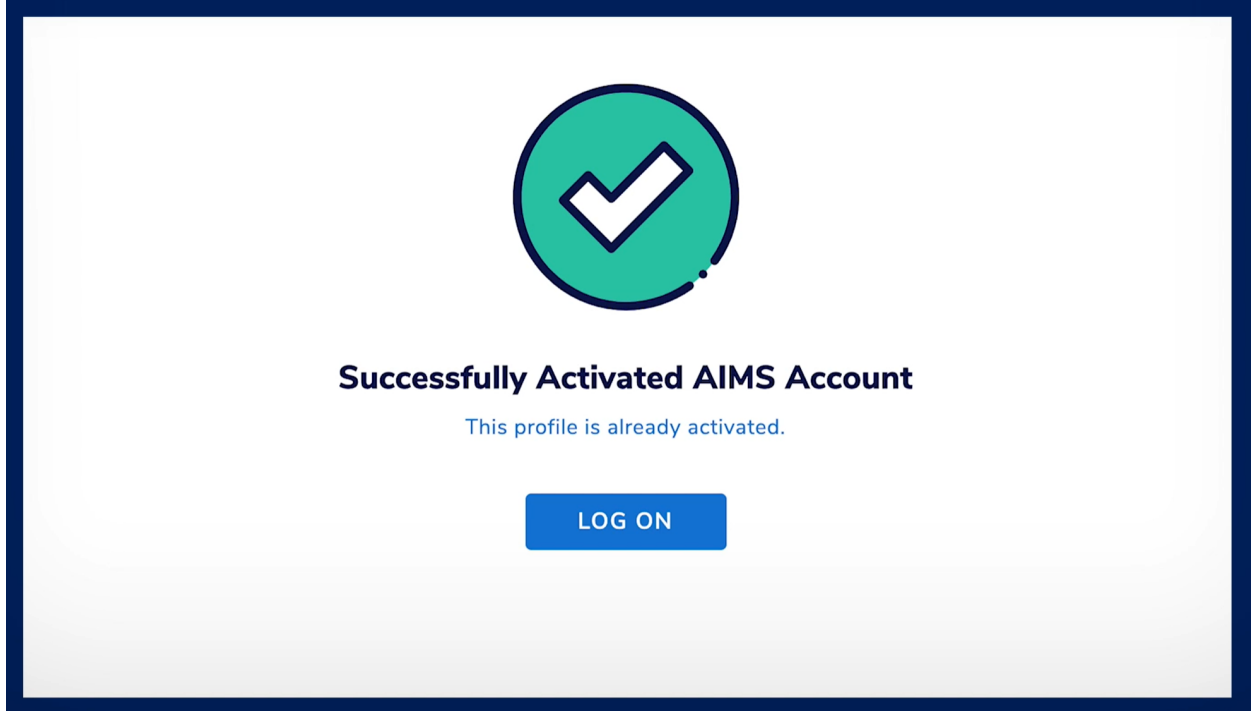
Why doesn't the AIMS account activation email I received have the hyperlink that lets me activate my account?

This could happen if your system is marking the email as spam, junk or other designations. Check your email options and see if there is a way to move this email to your regular inbox or report it as not a phishing email. Then check the email to see if the hyperlink appears.

If you still aren't seeing the hyperlink, contact our Industry Support Team by calling 512-206-3333 and asking to speak to someone with the TABC Industry Support Team or emailing stakeholder@tabc.texas.gov with "AIMS Question" in the subject line.



6. A message will appear confirming that the profile has been successfully activated. Click **LOG ON**.



7. You will be taken back to the AIMS login page. Log in to your account by entering your username and password.

Click **Login**.

TEXAS ALCOHOLIC BEVERAGE COMMISSION

TEXAS ALCOHOLIC BEVERAGE COMMISSION
State Shipping, Business & Procurement Commission

Login

Username

Password

Remember My Login

Login

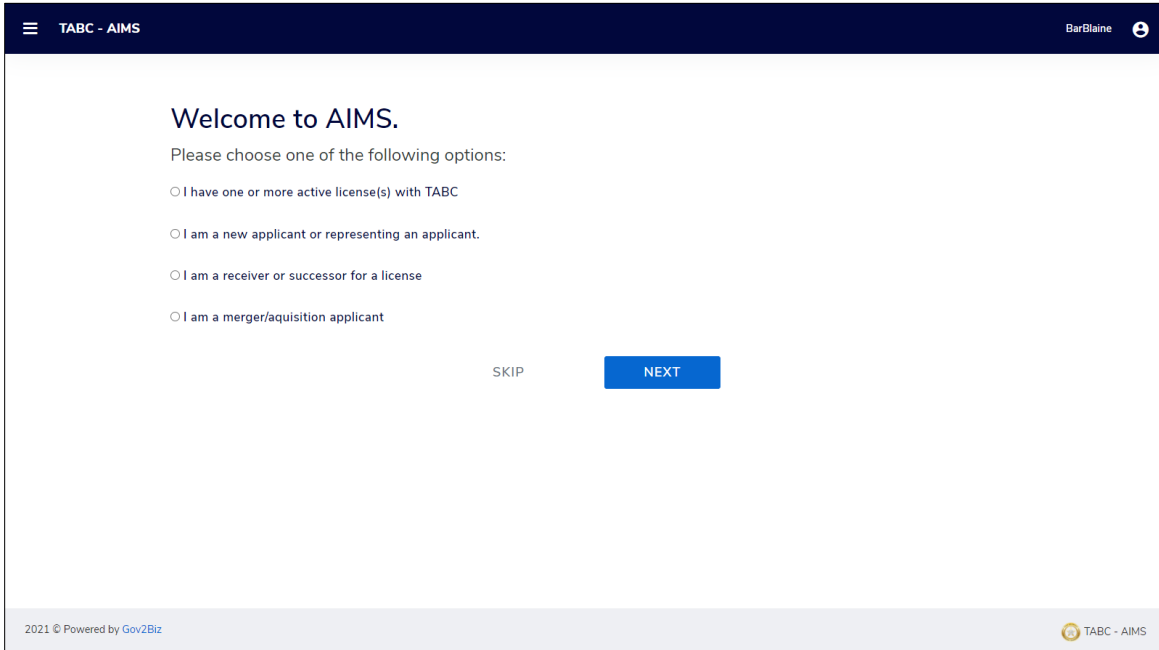
Agency Users

Okta login

New to TABC - AIMS? [Sign up](#)

Forgot password? [Click here](#)

8. When you first log in to AIMS, you'll see the screen below.



If you already have an active license or permit, review **How To Claim Your Business**.

If you do not currently have an active license, review **How To Submit a New Application**.

📘 Troubleshooting Tip

How can I recover my username if I forget it?

Contact our AIMS Industry Support team:

- **Call:** (512) 206-3333 and ask to speak to someone with the TABC Industry Support Team.
- **Email:** stakeholder@tabc.texas.gov and type "AIMS Question" into the subject line.

How can I recover my password if I forget it?

When on the AIMS login page, go to the bottom of the page and click Forgot Password. You will need to enter your username and answer your security questions.