

Licensing Act 2003

Dear

The Licensing Act 2003

This letter gives you my authorisation to sell alcohol at the following function (s) at

_____ village hall:

Date _____ complete as appropriate

Description _____ complete as appropriate

Times _____ complete as appropriate

The following responsibilities apply to all those selling alcohol:

- No alcohol is to be sold or delivered to anyone under 18 years of age (a PASS proof of age card, photo driving licence or passport can be accepted as proof of age. A soft or non-alcoholic drink may be provided, not a low alcohol drink. An adult may purchase wine, beer or cider for someone aged 16 or over only for drinking with a table meal taken with an adult.)
- No alcohol is to be sold to anyone who appears to be drunk or who is buying for someone who appears drunk. (Slurred speech, clumsy movement and loud or aggressive behavior are signs of drunkenness)
- No alcohol is to be sold after the following time:
- Drunk and disorderly behavior must not be permitted. (If someone refuses to leave when asked politely to do so warn them that they are committing a criminal offence. If they still refuse to leave call the police for assistance, do not attempt to remove them, for safety reasons).
- Smuggled goods must not be sold or kept on the premises.
- Every sale of alcohol by a person aged under 18 must be specifically authorised by myself or the following adult(s) who I have authorised to give such approval

- If you suspect that anyone is taking or supplying drugs inform the police.

These responsibilities apply where sale is carried out under the authority of a Temporary Event Notice, as well as sales under a Premises Licence.

Note that the maximum penalty for breaking the law in these respects is a fine of £20,000 or 6 months in jail. Those attempting to purchase alcohol who are under 18, buying for someone under 18 or who are drunk or buying for a drunk are also guilty of an offence.

Please contact me on the following number in case of questions or problems.

Signed: (TENS User or Personal Licence holder) _____

I Hereby agree to comply with these requirements for the sale of alcohol

Signed:

Date:

For the attention of all designated bar managers ("the responsible person")

MANDATORY CONDITIONS – LICENSING ACT 2003

1. The responsible person shall take all reasonable steps to ensure that staff do not carry out, arrange or participate in any ***irresponsible promotions*** – i.e. games or other activities which require or encourage individuals to –

- drink a quantity of alcohol within a time limit or drink as much as possible (whether within a time limit or otherwise)
- provide unlimited, or unspecified quantities of alcohol free, or for a discounted fee
- provide free, or discounted alcohol as a prize, or to reward the consumption of alcohol
- provide free, or discounted alcohol in relation to the outcome of a sporting event, or bet
- sell alcohol in association with promotional posters which encourage or glamorise drinking

2. The responsible person shall ensure that ***no alcohol is dispensed directly*** by one person into the mouth of another.

3. The responsible person shall ensure that ***free tap water*** is provided on request to customers, where it is reasonably available.

4. The responsible person shall ensure that an ***age verification policy*** applies which requires individuals who appear to the responsible person to be under 18 years of age (or older as specified in the policy) produce on request, before being served alcohol –

- identification bearing their photograph, date of birth and a holographic mark.

5. The responsible person shall ensure that the following drinks be available in ***smaller measures***

- Beer or cider – ½ pint
- Gin, rum, vodka or whisky 25ml or 35ml
- Still wine in a glass 125ml

- and customers are made aware of the availability of these measures.