

LICENCE ACT 2003

This form when completed and APPROVED gives you authority to supply and/or sell alcohol at the following functions(s) at Newick Village Hall:

Date: -

Description of Event: -

Times -

The following responsibilities apply to all those selling and/or supplying alcohol:

- 1 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 no-alcoholic drink may be provided, **not** a low alcohol drink.
- 2 A person under the age of 18 is not allowed to sell alcoholic drinks or serve behind a bar, and it is illegal for an adult to be drunk whilst supervising or working a bar.**
- 3 Anyone prior to the event is drunk and/or disorderly or showing signs of aggression must not be allowed access to the hall.**
- 4 No alcohol is to be sold to anyone who appears to be drunk or who is buying for someone who appears to be drunk** (slurred speech, clumsy movement and loud or aggressive behaviour are signs of drunkenness).
- 5 No alcohol must be served after the hours permitted under the Hall Premises licence. (Copy in the bar)**
- 6 Drunk and disorderly behaviour must not be permitted.** If someone refuses to leave when asked politely to do so they must be warned that they are committing a criminal offence. If they still refuse to leave the police must be called for assistance – the persons concerned should not be forcibly removed, for legal and safety reasons.
- 7 Free tap water must be provided on request.**
- 8 Alcoholic drinks, other than those legally produced or imported, must not be sold or kept on the premises.**
- 9 If anyone is suspected of taking or supplying drugs the police must be informed. If the police are called for any reason then the Caretaker (Peter Howes – 07972 636460) and Mike Berry (07530 139818) must be informed immediately.**
- 10 A bar supervisor must be appointed and be on the premises at all times during the event. He/she must know where all fire equipment and emergency exits are situated. Persons working in the bar must be trained and under the supervision of the bar supervisor.**
- 11 Attendees must be advised to leave the Hall in a quiet and orderly manner.**
- 12 Smoking (including e-cigarettes) is not allowed, and it is the bar supervisor's responsibility to ensure this law is obeyed.**

These responsibilities apply where sale and/or supply 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 for anyone under 18, buying for someone under 18 or buying for someone who is or appears to be drunk are also guilty of an offence.

Please contact Mike Berry on 07530 139818 in case of questions.

PLEASE SIGN OVERLEAF

APPROVED:
(TENS User or Personal Licence holder)

Date:

I hereby agree to comply with these requirements for the sale and/or supply of alcohol

Print Name:

Signed.....

Date:

The appointed bar supervisor will be:

Print Name:

Signed.....

Date:

To guarantee your booking please return this form signed and dated together with the booking form.