

RODE & DISTRICT MEMORIAL HALL

Authorisation of Supply/Sale of Alcohol

To:

I, (print), on behalf of Rode & District Memorial Hall Management Committee, hereby give my authorisation to supply or sell alcohol at the following event to take place in the:-

Main Hall / Committee Room for a on (date)

I understand that you have read and understood your responsibilities under the Licensing Act 2003 and our Conditions of Hire with Alcohol, and you have signed the Application Form (Annex 11) to confirm this. I include the Conditions of Hire with Alcohol again for your reference below. If you have any questions, please contact me on:

Conditions of Hire with Alcohol

- 1 The Hirer must be at least 18 years old

Supervision

- 2 The Hirer shall arrange adequate supervision of the event and shall take all reasonable steps to:-
 - a ensure compliance with the Licensing Act 2003 (mandatory licensing conditions) Order 2010 and Order 2014
 - b ensure that all persons serving alcohol understand the requirements of the above legislation and apply them
 - c avoid anyone under the age of 18 serving alcohol but, if unavoidable, supervise and support closely

The Protection of Children from Harm

- 3 The Hirer shall ensure that:-
 - a no alcohol is served, delivered or sold to anyone under 18 years of age, including free of charge alcohol (an adult may obtain wine, beer or cider for someone aged 16 or over but only for drinking with a table meal taken with an adult)
 - b no-one under the Hirer's supervision knowingly allows consumption of alcohol in the Hall by anyone aged under 18
 - c all those serving alcohol at the event who at any time believe the person who would consume the alcohol is aged under 18 request proof of age showing the bearer's photo and date of birth and either holographic mark or ultraviolet feature, or refer to the supervisor
 - d if no satisfactory proof of age is produced, the server or supervisor politely refuses to serve the alcohol

Disorderly Conduct

- 4 The Hirer shall ensure that:-
 - a drunk or disorderly behaviour is not permitted
 - b alcohol is not sold to a person who appears to be drunk or who obtains it for someone who appears drunk
 - c anyone refusing to leave when asked politely to do so is warned that they are committing a criminal offence. If they still refuse to leave, the police are called for assistance. Do not attempt to remove them for safety reasons
 - d no alcohol is taken outside the building, eg. by persons wishing to smoke
 - e there are no irresponsible promotions encouraging alcohol consumption on the premises

Timing

- 5 No alcohol is sold after 11.30 pm

Other Conditions

- 6 The Hirer shall ensure that:-
 - a alcohol is not served directly into the mouth
 - b tap water is freely available at no charge
 - c alcohol shall be available in the following measures; beer/cider – ½ pint, gin/rum/vodka/whisky – 25ml or 35ml, still wine – 125ml. The availability of these measures shall be made clear
 - d all alcohol is removed from the premises after the event
 - e smuggled goods are not sold at the event
 - f anyone suspect of taking or supplying drugs at the event is reported to the police

Signed on behalf of Management Committee

Date

February 2018