

Goodrich Village Hall
Registered Charity No 505065



Dear

The Licensing Act 2003 – GVHT Premises Licence

This letter gives you the authorisation of Goodrich Village Hall Trust to sell alcohol at the following function(s) at Goodrich Village Hall:

Date _____ complete as appropriate

Description _____ complete as appropriate

Times _____ complete as appropriate

At this/these event(s), alcohol may only be sold between the hours of 12 midday and 23:30 (Monday to Saturday) and late-night refreshment (i.e. tea coffee, non-alcoholic drinks) may be sold up to 24:00 Monday to Saturday. On Sundays, alcohol may only be sold from 12:00 to 22:00 and late-night refreshments up to 22:30.

Films, Live Music and/or Recorded Music are permitted between the hours of 11:00 and 23:30 Monday to Saturday and 11:00 to 22:00 on Sundays.

A full copy of the Premises Licence is available on the GVHT website or on request but you must comply with the following conditions of the Licence when selling alcohol:

- Awareness of the Licensing Act 2003 (mandatory licensing conditions) Order 2003
- Premises Licence to be on display
- Alcohol may only be sold within the hours listed above
- Price list for alcohol **must be clearly displayed at the bar** giving the measures being sold ie 125 ml glass of wine, 75 ml bottle of wine, size of bottled beers and cider. Beer or cider must be served in half measures if served from larger containers. Spirits to be served in measures of 25 ml or 35 ml.
- Hirers must comply with GVHT Challenge 25 Policy and no alcohol is to be sold or delivered to anyone under 18 years of age or who appears to be under 18. 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 to under 18s, not a low alcohol drink.
- 'Challenge 25' notice to be on display where alcohol is being sold and stating that alcohol must not be bought for or by people under 18. (Challenge 25 Notice available in the Kitchen for use.)
- An adult may purchase wine, beer or cider for someone aged 16 or over for drinking with a table meal taken with an adult.
- Children at an event where alcohol is being sold must be accompanied by an adult
- Drunk and disorderly behaviour 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.

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- Incidents of attempting to purchase alcohol by under 18s or for consumption by under 18s must be recorded in the Refusal to Serve Register and reported to GVHT as soon as possible after the event.
- Incidents of drunk and disorderly behaviour must be recorded in the Incident Register Book and reported to GVHT as soon as possible after the event
- Smuggled goods must not be sold or kept on the premises
- All unsold alcohol to be removed from the premises at the end of the event
- If you suspect that anyone is taking or supplying drugs inform the police.
- Irresponsible drinks promotions are not permitted – e.g. drinking games,
- Free drinking water to be provided on request
- No alcohol to be sold for consumption on or off the premises at below cost price
- No alcohol to be sold for consumption off the premises

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 the following Village Hall Committee Member(s) in case of questions or problems:

Name..... Contact No.....

Name.....Contact No.....

Signed on behalf of GVHT: Date:

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

Signed (Hirer): Date: