

Rules for the use or sale of alcohol at the Memorial Hall

Contact Name:

Organisation:

Date of booking:

If you are serving any alcohol at a function taking place at the Memorial Hall, whether free or for sale, you are subject to the same rules and regulations that pertain to any licensed premises.

You have two options:

1. You can apply for and obtain your own licence, in which case the entire responsibility for observance of the regulations rests with the person named on the licence.
 2. The Memorial Hall holds a licence to cover the sale or use of alcohol on the premises. If you want to use the Memorial Hall licence (except as noted in paragraph 1 above) you remain subject to the same rules and regulations that pertain to any licensed premises, with the addition of the following:
 - An additional charge of £10.00 per session is payable to help defray the cost of the licence.
 3. You must notify the Clerk of the name, address and telephone number of the person and the organisation responsible for overseeing the sale or service of alcohol.
 4. The Police, the Clerk or any member of the Council has the right to be present at any time to ensure that the regulations are being observed, and can order the cessation of alcohol sale or service at any time. You must indemnify the Council for any fine resulting from any breach of the regulations.
 5. You must undertake not to serve alcohol to any person under the age of 18. You must undertake not to serve alcohol to any person suspected of being under the age of 25 without photo ID. You must undertake not to serve any person who is already inebriated through excess alcohol.
 6. Drinking games are prohibited in the Memorial Hall.
 7. You must provide free tap water on request.
 8. Other than bottles, cans or pre-packaged drinks, alcoholic drinks must be sold in the following measures:
 - Beer, lager and cider: half pint or pint
 - Wine: 125ml, 175ml, 250ml.
- Hirers are expected to take reasonable steps to ensure compliance.

N.B. Whichever licence you choose to use you undertake to hand a copy of this agreement to whoever is serving alcohol on your behalf. You are also responsible for ensuring that the Hall is left in a clean and tidy state with all surfaces and floors cleaned from the effect of any spillages. All empty bottles and cans are to be removed from the premises by the hirer.

I/We will be: OBTAINING OUR OWN LICENCE / USING THE MEMORIAL HALL LICENCE
(Please delete as appropriate) and undertake to abide by the above regulations.

Name:

Signature:

Date:

Please return one copy of this form to the Clerk with your signed booking form.