

**Please fill in and sign both copies of this form and return them to the Booking Secretary. We will counter-sign and give you one copy You then have authority to sell or supply alcohol. Keep your signed form safe. This is a legal requirement.**

## BOSBURY PARISH HALL

### Form of authority for the sale of alcohol in accordance with the Licensing Act 2003

This form gives the Hirer authorisation on behalf of the Hall Management Committee to sell or supply alcohol for consumption at the following function(s) at Bosbury Parish Hall.

Day and Date \_\_\_\_\_

Event Description \_\_\_\_\_

Start and Finish Times \_\_\_\_\_

**These responsibilities apply to the Hirer and the person or persons whom they authorise to sell or supply alcohol at this event :**

- Awareness of the Licensing Act 2003 (mandatory licensing conditions) Order 2010.
- No alcohol shall be sold or supplied to anyone under 18 years of age (a PASS proof of age card or other photo ID 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 but only for drinking with an adult at a table meal.
- Persons who are selling or supplying alcohol must be 18 or over.
- Small measures shall be available to encourage responsible drinking including half-pint beer and lager glasses and 125ml wine glasses. Water shall be freely available.
- No alcohol is to be sold to anyone who appears to be drunk or who is buying for someone who appears drunk. Drunk and disorderly behaviour shall not be permitted at or around the Hall. 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.
- If you suspect that anyone is taking or supplying illegal drugs, you must tell the police.
- No alcohol is to be sold or supplied after 11:30pm to comply with the Premises Licence.
- The two notices supplied by the Caretaker must be displayed at the bar. At Bosbury Parish Hall '**Challenge 25**' applies and anyone who appears to be under 25 may possibly be challenged to provide ID to confirm that they are over 18 years old.

I understand that these responsibilities apply where the sale or supply is carried out either under the authority of the Hall Premises Licence or a Temporary Event Notice obtained by the Hirer. The penalty for breaking the law is a fine or even up to 6 months in prison.

**I hereby agree to be responsible for complying with these requirements for the sale or serving of alcohol and to be present at all times when this is in progress. If the police attend for any reason, I will have this form ready to show them.**

Hirer's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signed for Hall Committee: \_\_\_\_\_ Date: \_\_\_\_\_