

ELMSETT & ALDHAM VILLAGE HALL

PREMISES AGE VERIFICATION POLICY

Issue Date: 25.09.2024

Name of Premises Licence Holder;

Elmsett & Aldham Village Hall & Recreation Ground

- 1) This policy applies in relation to the sale or supply of alcohol on the above premises.
- 2) For this policy the term **Premises User** means one of the following:
 - *the holder of the premises licence*
 - *the responsible person, aged 18 years of age or over who is authorised, by the Committee, to allow the sale or supply of alcohol; OR*
 - *a member of the Committee present on the premises in a capacity which enables him or her to prevent the sale or supply in question.*

- 3) People serving alcohol on the premises shall require any individuals, who appear to the Premises User to be under 18 years of age, to produce on request before being served with alcohol, identification bearing their photograph, date of birth and a holographic mark.

Examples of appropriate identification include;

- *a photo card driving licence*
 - *a passport*
 - *a proof of age card bearing the PASS hologram*
- 1) The premises licence holder shall ensure that the Premises User is made aware of the existence and content of this policy and of the responsibility to communicate the contents to any staff acting on behalf of the Premises User in the context of sale or supply of alcohol on the above premises.

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Review & Change History

Review Date	Amendments Made	Approved by
25/09/2024	None	Bob Scott
18/05/2026	None	Alan Tychowski