

## Hirers Agreement –Use of the premises for the sale of alcohol

Date & Time of Event:.....

Hirer's Name.....

Hirers wishing to use the town hall or associated premises for the sale of alcohol must read and agree to the terms laid out in this document. All hirers agree to abide by the terms of the licence and operating schedule, which can be found by visiting the Callington Town Council website at <http://www.callington-tc.gov.uk/booking-enquiries/>. You agree to abide by all relevant legislation and take full responsibility for conducting your event legally and responsibly, and in accordance with current best practices. You agree to act in accordance with the four licensing objectives. These can be found within our premises licence. Within the licence, the DPS and premises licence holder have outlined how we will comply with these. Where relevant, you agree to abide by these commitments, as we have laid out. You must ensure that no one attending the event consumes excessive amounts of alcohol and that no illegal drugs are brought into the premises. Drunk and disorderly behaviour is not permitted on the premises. Any person suspected of being drunk or otherwise intoxicated, or who is behaving in a violent or disorderly way, must be asked to leave the premises in accordance with the Licensing Act 2003.

It is recommended that the individual responsible for supervising the sale of alcohol at your event be a personal licence holder. If this is not possible, they will have to meet with a licence holder from the staff team to obtain authorisation to sell alcohol. It is required that this individual knows and understands the current legislation related to the sale and consumption of alcohol in the UK. If a member of town hall staff believes that this is not the case, or that said obligation is not being followed correctly, then we reserve the right to stop alcohol being sold or consumed at the event. Callington Town Hall operates a challenge 25 policy, as outlined in our premises licence. ID should be required when serving alcohol to any individual who appears to be under 25 years old, unless they have provided suitable ID confirming their age on a previous occasion, or are known to be at least 18 years of age by the individual serving them. The hirer verifies that they and any individuals that will be involved in serving at alcohol at this event have read and agree to the conditions laid out in this document.

### SECTION A – To be completed by the hirer as part of the booking agreement procedures.

Name (Print):

Signature:

Date:

### SECTION B – To be completed by the responsible person selling alcohol.

In the absence of the DPS for this event, authorisation for alcohol sales has been given to:

Name (Print):

Signature:

Date:

### Authorisation from Town Council

Signed:

Date:

**Alternatively you've arranged a TENS & will supply a copy of your application prior to the event**