



SCHEDULE OF SPECIAL CONDITIONS OF HIRE FOR THE SALE OR SUPPLY OF ALCOHOL

For the purposes of these conditions, the following terminology shall be used:

HIRER shall mean an individual hirer, or where the hirer is an organisation, the authorised representative.

PREMISES shall mean the village hall and car-park.

VILLAGE HALL shall refer to the Village Hall Charitable Trust on behalf of which the MANAGEMENT COMMITTEE acts.

These Special Conditions relate to the Hiring Agreement for Severn Stoke Village Hall and Car-Park for the event detailed below.

Hirer: _____ *(please complete)*

Event: _____ *(please complete)*

Event Date _____ *(please complete)*

The Special Conditions set out in this Schedule shall apply to the whole period for which the Hirer has access to the Village Hall and car-park, including any times allowed for setting up and clearing up as well as to the event itself.

1. THE HIRER shall be responsible for ensuring that the sale, supply and consumption of alcohol fulfils the requirements of the Licensing Act 2003 as subsequently amended (“Licensing Act”). Furthermore, it is understood by the Hirer that “Challenge 25” applies to this booking.
2. THE HIRER must take all reasonable steps to ensure that anyone selling alcohol does not arrange, carry out or participate in any irresponsible promotions.
3. THE HIRER must ensure that where any of the following alcoholic drinks is sold or supplied for consumption on the premises it is available in the following measures, and that customers are made aware of these measures:
 - Beer/Cider: half pint
 - Gin/Rum/Vodka/Whiskey: 25ml or 35ml
 - Still wine in a glass: 125ml
4. THE HIRER and any other person attending the event in an organising or supervisory capacity and any person who works, paid or unpaid, selling or supplying alcohol may be charged with an offence if breaches of the Licensing Act occur. THE HIRER shall ensure that all such persons understand and comply with the requirements of the Licensing Act.



- 5. Guidance on the Licensing Act is available from Malvern Hills District Council, see their website: <http://www.malvern hills.gov.uk/licensing-act-2003>. The Hirer should especially note the following:-
- 6. Alcohol must not be sold to, or consumed by anyone under the age of 18, whether or not it is sold or supplied on the premises. Except that 16 or 17 year olds may drink beer, cider or wine as part of a table meal (not snacks) providing they are accompanied by someone over 18.
- 7. It is an offence to sell or supply alcohol to someone who is drunk or to allow disorderly conduct on licensed premises.

Further requirements not related to the Licensing Act.

- 8. THE HIRER shall ensure that any equipment brought on to the premises, including draught drinks, equipment and pressurised gas systems, is in good condition, is used in a safe manner and is removed from the premises after the event.

Hirer Signature: Date:

PRINT Name:

Management
Committee member
Signature: Date:

PRINT Name: