

THE BASICS

- The licensee or designated official is ultimately responsible for the licence at all times irrespective of whether or not they are present
- A licence holder requires permission from the Home Affairs to be absent for more than seven days, and from the Royal Court to be absent for more than two months.
- A liquor licence is valid from 1st June until 31st May and requires annual renewal.
- Material alterations to a licensed premises need to be approved by the Royal Court

KEY DEFINITIONS

- **On Sales**- intoxicating liquor is sold and may be consumed on the premises (pubs, restaurants etc).
- **Off Sales** - intoxicating liquor is sold in sealed containers for consumption elsewhere (shops)
- **Under 18 Permit** – a permit granted by the Royal Court allowing under 18s to be present in a bar area subject to conditions imposed by the Court
- **Licensing Conditions**- additional conditions imposed by the Royal Court on individual premises. They may surround opening times, number of patrons, door supervisors or noise control.
- **Licensee**- Person, limited company or private member club
- **Designated Official**- person in charge of the licence where the Licensee is either a limited or a private member club
- **Temporary Designated Officer** - acts when the Designated Official is absent for more than seven days and is approved by the Home Department.

LICENSING HOURS

Alcohol may only be sold, supplied, consumed or offered for sale during defined licensing hours

Bars/ Cafes/ Restaurants/ Private Members Clubs/ Hotels (non-resident)

10.00 am - 12.45 am with the exception of

- Sundays: 12 noon to 12:45 am
- Christmas Day: 11am – 12.45am
- Good Friday: 12 noon – 12.45am

Nightclubs

10.00 am – 1.45 am with the exception of

- Sundays: 12 noon to 12.45 am
- Christmas Day: 11am – 12.45am
- Good Friday: 12 noon – 12.45am

General Off-Licence

7.00 am – 12. 00 midnight

THE RESPONSIBLE SERVING OF ALCOHOL

- ⦿ Anyone who is **drunk** or **violent** is not allowed to enter or remain on licensed premises. You are allowed to use '*reasonable force*' to eject that person from the premises if they refused to do so when asked. However, you must consider the health and safety of other customers and should call the Police if assistance is required.
- ⦿ People under the age of 18 must not be sold or supplied alcohol. Staff must seek to ensure that patrons are not buying drinks for younger counterparts and have rigorous policies in place to verify the age of customers. The Citizencard is endorsed by the Department as an efficient means of checking ages. Passport and Diving Licences can also be accepted.
- ⦿ Staff under 18 may not sell alcohol except in conjunction with a meal and if for any period of time, an off licence is only staffed by individuals under 18, any alcohol must either be removed from display or the display area covered up.
- ⦿ Under 18s are only permitted in a bar where i) they are the child of the licensee, ii) live on the premises and are accompanied by an adult, iii) they are solely passing through, iv) an under 18s permit is in force or v) the bar is closed.

COMMITMENT TO BEING GOOD NEIGHBOURS

Action must be taken to avoid noise escaping from licensed premises which can cause a nuisance to neighbours.

CO-OPERATING WITH THE POLICE

A Police Officer whilst on duty can enter a licensed premises, at any reasonable time, to ensure the good running of the premises. A person shall not get in the way or stop a Police Officer trying to enter a licensed premises.

NOTICES TO BE DISPLAYED

- ⦿ Liquor licence certificate
- ⦿ Offences concerning young people
- ⦿ Price list.

OFFENCES UNDER THE ORDINANCE

The Liquor Licensing Ordinance, 2006 sets out a number of offences. A conviction may result in:

- ⦿ A fine up to £10,000
- ⦿ Imprisonment up to 3 months
- ⦿ A caution

As a result of the above, an amendment, suspension or revocation of liquor licence can occur.