AUTHORISATION FOR THE SALE OR SERVICE OF ALCOHOL

AGREEMENT FORM

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| **To be completed by the Domestic Bursar** |
| Name of Premises: KEBLE COLLEGE  Name of Personal Licence Holder  authorising the sale of alcohol: Charles Morgan  I agree that the following have my agreement to serve or sell by retail alcohol for consumption on or off the premises during the specific times when this establishment is open for the activities licensable under the Licensing Act 2003 whether I am on the premises or not.  Signed…………………………………. Print Name…………………………….  Date……………………………………. |

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| **To be completed by the Event Organiser(s)** | | |
| Event: | Date: | Timings: |
| Location: | Expected Numbers: | From……………To………… |
| Please describe what will be served (wine/beer/spirits, etc.): | | |
|  |  |  |
| Organisers: |  |  |
| Name | Signature | University Card Number |
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**Responsible Alcohol Sales in Keble College**

* You must not sell alcohol to someone who is drunk.
* You must not sell alcohol to a colleague of someone who is drunk for their consumption.
* You must serve the correct measures of alcohol at all times when mixing drinks.
* If working in the bar you must ensure customers have access to fresh tap water.
* You must not sell alcohol to any person under the age of 18.
* If in doubt ask for proof of age, carefully checking the photograph and card produced.
* No drinking games are allowed on the Premises.
* No drinking promotions are allowed on the Premises.
* All alcohol consumed in the bar must be from college stock.
* Alcohol must only be sold in permitted measures, these measures are listed on the bar tariff.
* You agree to abide by the rules and regulations for the provision of alcohol under the Licensing Act 2003.

I understand all of the above points and will ensure that I abide by them,

Name: Block Capitals………………………………………………………..

Signed:………………………………………………………………….

Date:…............/…………/……………….

Please return to the Domestic Bursar ([domestic.bursar@keble.ox.ac.uk](mailto:nicholas.french@keble.ox.ac.uk)).