

Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<p>1. The person taking the order and /or making the delivery must ensure that the recipient is 18 years of age. If they appear under 25 years of age, photographic ID shall be required before the alcohol is handed over. Acceptable identification for the purpose of this condition shall include:</p> <ul style="list-style-type: none"> • current passport or an equivalent form of identification such as a national identity card with a photograph and date of birth; • current photographic driving licence or provisional licence with date of birth; • military identification card with a photograph and date of birth; • A 'Proof of Age Standards Scheme' (PASS) approved age card. <p>2. Staff making the deliveries of alcohol shall be at least 18 years of age.</p> <p>3. Alcohol shall only be delivered to a residential or business address and not a public place.</p> <p>4. Delivery staff shall not deliver to any person anywhere other than a residential/business address, given when the order was placed.</p> <p>5. Any deliveries containing alcohol where the recipient is unable to provide identification and proof of age shall be terminated.</p>	N/A	Applicant
Conditions proposed by objectors	Agreed	Proposed by
<p>6. Delivery drivers shall conduct the collection and delivery of goods in a manner that shall not cause any noise disturbance to local residents. This includes the avoidance of slamming doors, playing music, shouting and sounding of horns to signal their arrival.</p> <p>7. Customers shall be instructed when placing orders that only deliveries to a premise with a valid postcode shall be made and that no collections shall be allowed directly from the driver in the street or any public area.</p> <p>8. Staff training shall be documented and refreshed every six months for each member of staff. This training shall include:</p> <ul style="list-style-type: none"> • Challenge 25 training • recognising signs of drunkenness • proxy sales 	Yes	Licensing and Out of Hours

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<ul style="list-style-type: none">• how to refuse service <ol style="list-style-type: none">9. Staff must always be in possession of formal identification when working and be over the age of 18 years. This identification shall be shown to a relevant licensing officer or police constable upon request.10. The premises licence holder shall ensure that a sticker is applied to all consignments of alcohol. The sticker shall read "This package contains age restricted products. Ensure the recipient is over 18 years".11. A log shall be kept recording all instances when a consignment of alcohol has not been delivered for the reasons that the person(s) is or appear to be under 18 years of age. The log shall record the date and time of refusal and the name of the staff member who refused the sale.12. The challenge 25 scheme shall be operated to ensure that any person who appears to be under the age of 25 shall provide documented proof of age documentation. This shall comprise of a passport, photo card driving licence, An HM Forces warrant card or a card bearing the PASS hologram13. The Designated Premises Supervisor shall maintain an updated letter of authorisation to serve alcohol. This shall be kept at the warehouse and be available for inspection from a licensing officer of police constable on request.14. The Designated Premises Supervisor shall have day to day control of the business and be available at the premises on request		
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