

## Schedule of Licence Conditions

Conditions consistent with the operating schedule	Agreed	Proposed by
<ol style="list-style-type: none"> <li>1. The premises shall not be open to the public and no member of the public shall be permitted to attend the premises at any time for the purchase/collection of alcohol</li> <li>2. Alcohol shall not be on view from the exterior of the premises.</li> <li>3. No company signs or any form of advertising indicating that alcohol is stored at the premises shall be displayed on or around the premises.</li> <li>4. The premises licence holder shall maintain an accurate and up to date record of all sales of alcohol. This information shall be made available to Police and authorised officers when requested.</li> <li>5. Where alcohol is offered for sale and delivery on the company's website the following terms shall apply:               <ul style="list-style-type: none"> <li>• Orders shall only be acceptable from customers over the age of 18</li> <li>• A "Challenge 25" scheme shall be operated and customers who appear to be under the age of 25 shall be required to produce a valid form of identification before the consignment of alcohol is delivered to them.</li> <li>• The only acceptable forms of ID shall be:                   <ul style="list-style-type: none"> <li>○ proof of age card bearing the PASS hologram logo;</li> <li>○ passport; or</li> <li>○ UK photo driving licence.</li> <li>○ a Military ID Card</li> </ul> </li> <li>• Alcohol shall not be delivered to any person who is challenged and fails to provide an acceptable form of ID</li> </ul> </li> <li>6. There shall be the following statement on the premises website before point of order: "You must be 18 years old or over to purchase alcohol from this website. Be aware that purchases of alcohol are subject to a 'Challenge 25' age verification scheme. It is a criminal offence for anyone under the age of 18 to buy or attempt to buy alcohol, and for anyone buying or attempting to buy alcohol for persons under the age of 18. All purchases and attempted purchases are recorded."</li> <li>7. The premises shall use a refusals book, which shall record any attempted order by persons suspected to be under 18 or fail to show suitable ID and to record evidence of those suspected to be underage but do prove that they are over 18.</li> <li>8. It shall be the responsibility of the management to keep up to date with that company's policy and to review any partnerships based on this policy.</li> </ol>	N/A	Applicant

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<p>9. Alcohol shall not be delivered to a person in a public place (e.g. car park, street corner, bus stop etc.)</p> <p>10. Where deliveries are made by the Premises Licence Holder, or a direct employee of the Premises Licence Holder, the person making the delivery shall carry a book, or other form of record, in which they shall record the date, time and circumstances under which any challenge is made in accordance with the "Challenge 25" scheme. This record, a version of which shall be kept in English, shall be made available for inspection by any police, community support or authorised Council officer upon demand. The Designated Premises Supervisor shall frequently check the record to ensure all staff are using it and shall sign and date it immediately after the latest entry as a record of doing so.</p> <p>11. All staff employed in the sale of alcohol shall be trained in respect of the law relating to the sale of alcohol, the company's proof of age policy and the procedure on handling and recording refusals. Training shall be documented and details made available upon request by the Police, Trading Standards Officers and Licensing Officers. Training shall be reviewed and updated on an annual basis.</p>		
<p><b>Conditions proposed by objectors</b></p>	<p><b>Agreed</b></p>	<p><b>Proposed by</b></p>
<p>None</p>		