

Chalk River and Area Lions Club

House Alcohol Policy for Lions Club Volunteer Servers

June, 2001

The following is the house alcohol policy that volunteer Lions Club members and others are expected to observe when serving or consuming alcohol in the Lions Club Hall. The policy then is a set of rules governing the service of alcohol in the hall. It also addresses who can enter and stay in the hall.

Please become familiar with this policy and do your best to implement it.

1. Only members of the Lions Club whom are 18 years and older may sell, serve, or handle alcohol in the Chalk River Lions Hall.
2. Lions Club members must have "Smart Serve" certification to be eligible to work at any function involving alcohol service in the Lions Club Hall.
3. Lions Club members that are involved in the sale or service of alcohol in the club hall are not allowed to drink alcohol while on duty. In addition, event workers are not allowed to buy drinks for guests while on duty.
4. Event workers (e.g. servers, ticket sellers, door staff, bar tenders, the manager etc.) must prevent drinking by guests whom are under 19 years of age. In Ontario, proof of age identification includes:
 - AGCO BYID card (age of majority);
 - Ontario driver's license;
 - Canadian Armed Forces ID card;
 - Canadian Passport;
 - Canadian Citizenship card
 - LLBO ID card (no longer being issued but still valid)

All guests between 19-25 years must have photo ID with/on them. Vouching for a guest's age by another guest or a Lions Club event worker is never accepted.

When checking age ID:

ask the guest to remove and give the ID to the event worker;
under a good light, on the card, check the date of birth paying special attention to the numbers, the presence of bumps or tape, if the numbers are blurry and the clarity of the 10th and 11th digits.

5. Adults, especially parents or age of majority escorts are prohibited from purchasing, giving or sharing alcoholic drinks with underage guests. This practice is illegal.
6. Do not serve guests to the point of intoxication. (Monitor your service and observe for signs of intoxication).

7. Do not serve a guest who is already intoxicated or is apparently becoming intoxicated. (Again, monitor your service, speak with the guest and watch for and observe signs of intoxication).
8. With respect to numbers 6 and 7, servers will treat guests with respect. Use tact, understanding and patience when denying alcohol service to guests.
9. Event workers will monitor the "Door" (i.e. the entrance) to deny entry to underage persons for specified age of majority only events, potentially troublesome or intoxicated persons or persons officially barred by the Lions Club and to prevent over crowding.
10. Event workers have the right to eject troublesome or intoxicated guests, those causing or engaging in fights, vandalism or dangerous behavior, or those selling or using illegal drugs.

Although it is legal to use physical force to eject a guest, such force must not exceed what is minimally necessary to quell a disturbance or remove a guest. Excessive force that could result in injury is strictly forbidden. In fact, force is a last resort. Every reasonable effort must first be made to use polite words when intervening with or removing a guest. (See number 8).

If all else fails, call the police for assistance.

11. Prevent drinking and driving. Assist intoxicated guests find a safe way home. Call a cab or arrange alternate transportation. If necessary, call the police.

It is best if there is someone at home to receive and care for the intoxicated person. If this cannot be arranged, consider calling the police or keeping the guest at the hall until they sober up.

12. Illegal drug dealing and or illegal drug use is strictly prohibited. The event workers will eject guests engaged in either.
13. In case of an incident involving problems like refusing service or ejecting a guest etc., the details of the incident are to be recorded by an event worker in a logbook. Minimally, the report should include the date and time of the incident; names of guests involved; witnesses; what the event worker(s) did.

Also, in the report consider the following: was(were) the guest(s) refused service or asked to leave; were underage guests involved; was there violence, vandalism or fighting etc.; was safe transportation arranged; was the guest sick or injured; were the police called; was force used to eject a guest - how much force?

14. A dress code is in effect. No shoes, no shirt equals no service

15. Drinking or smoking are not permitted on the dance floor.

16. For your information, the Lions Club maintains a reasonable, fair and responsible pricing policy on all their drinks.

17. Tickets sold in the community for admission to an "19 and over" event will be marked "19 Years of Age at the Door" to indicate that admission is restricted to persons 19 years and older. This helps to prevent the problem of underage drinkers by indicating on the ticket that this event is for age of majority participants only.

18. As per alcohol sold from the cash bar:

- a) Only alcohol purchased from a government outlet, under the Club liquor license may be sold at the Lions Hall.
- b) All alcohol served in the hall must be consumed in the licensed area within the Lions Hall.
- c) The Lions Club Bar Chairman or his/her designate must purchase the alcohol for a cash bar event in the Lions Hall.

19. Wine, purchased and or supplied and then served (for free) by the renter of the Lions Hall under a SOP must be removed from the tables before the cash bar is opened.

20. No other alcohol, other than that referred to in 17c and 18 above are allowed to be brought into the Chalk River Lions Club Hall.

Patricia Leach
Bar Chairperson

Linda James, President

Date _____

Date _____

I have read the House policy presented here. I agree to abide the rules of the house policy of the Chalk River & Area Lions Club.

Member of the Chalk River & Area Lions Club

Date