

AGE VERIFICATION POLICY

NAME AND ADDRESS OF PREMISES

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NAME OF OCCASIONAL LICENCE HOLDER

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This policy applies in relation to the sale of alcohol for consumption on and off the premises and is in accordance with the provisions of paragraph 9 of schedule 4 of the Licensing (Scotland) Act 2005

1. It is policy on these premises while an occasional licence is in effect for staff to establish the age of any person attempting to buy alcohol when that person appears to be under the age of 25 years.
2. Staff will require such persons, before being served alcohol, to produce, on request, identification bearing their photograph, date of birth and a holographic mark.
3. With effect from 1 October 2013 the only valid identification shall be:-
 - A European Union photo-card driving licence
 - A passport
 - A proof of age card bearing a PASS hologram
 - A Defence Identity Card issued by the MoD
 - An EU national identity card
 - A Biometric Immigration Document.
4. The holder of the occasional licence and other staff on the premises shall be alert to the use of false or altered identification and retain the right to decline to serve any person whether or not in possession of valid identification.
5. The occasional licence holder or other person to whom the licence holder delegates responsibility will ensure that all relevant staff are made aware of the existence and content of this policy.

SignedOccasional Licence Holder