



PROCEDURE

PROCEDURE NO: 211•1

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TITLE: Revolution Place Alcohol Management Guidelines

APPROVAL DATE:

POLICY: 211, Revolution Place Alcohol Management

REVISION DATE:

SECTION: Community Services

RESPONSIBLE

DEPARTMENT: Events & Entertainment

DEFINITIONS

“**Licensee**” means the event manager or promoter under Facility booking agreement with Revolution Place.

RESPONSIBILITIES

Responsibility of Revolution Place Management

Comply with Alberta Gaming and Liquor Commission Rules

Alberta Gaming and Liquor Commission

100, 11039-78 Avenue

Grande Prairie, AB T8W 2J7

780-832-3001 <https://aglc.ca/documents/liquor-licensee-handbook>

- Post liquor license in prominent locations at the event.
- Admit AGLC inspectors and RCMP into premises for inspections.
- Take responsibility for the conduct of patrons.
- Ensure that patrons are not over served.
- Ensure all servers and bartenders have completed ProServe Liquor Staff Training.
- Ensure minors are not served liquor or permitted to consume or handle liquor. Only picture identification will be considered acceptable proof of age. Minors can be permitted to attend the event or be employed as food service staff.
- Provide responsible supervision to supervise the event. Supervisors are in addition to security guards.
- Set drink prices must be posted and applied to individual drinks only. Multiple drink specials are not permitted.
- Homemade wine, beer or cider cannot be served or consumed and is not allowed in Revolution Place.
- Outside alcohol is not permitted.
- Surrender of prohibited outside alcohol and illicit substances shall be confiscated and kept in a locked box until after the event, when the box shall be turned over to the RCMP for disposal.

REVOLUTION PLACE ALCOHOL MANAGEMENT GUIDELINES

Insurance

The Licensee shall obtain and keep in force throughout the scheduled time with a company and in a form acceptable to the City the following insurance coverage:

- a) Commercial General Liability Insurance with a minimum of five million dollars (\$5,000,000.00) limit per occurrence for Third Party Bodily Injury and Property Damage;
- b) The City of Grande Prairie shall be a named insured in the policies of insurance described in clause (a); and
- c) Certificates of Insurance or certified copies of the insurance policies shall be delivered to the City at least fourteen (14) days prior to the commencement of the scheduled time and shall contain an undertaking by the insurer not to cancel or limit the insurance coverage without first giving ten (10) days prior written notice, by registered mail, to the City.

Supervision

In order to ensure that alcohol is contained within the designated space, minors are not served and that alcohol is not served to patrons displaying inappropriate behaviour, a minimum of one (1) guest services employee, or professional security guard equivalent, at entrance(s)/exit(s) to the designated space. The guest services employee or security guard will wear approved apparel or uniform. The security plan must be approved in advance by Facility Manager.

Supervisors must be provided, at a ratio that is acceptable to the Facility Manager, in addition to the security guard for the entrance(s)/exit(s). Supervisors will wear highly visible apparel that identifies them as the on-duty supervisor. Supervisors may not act as waiters/waitresses while on supervisory duty.

Food Service

Food service is required at all functions where alcohol is being served. Non-alcoholic beverages must be available. Food service is subject to restrictions imposed under the Facility Booking Agreement. No outside food or beverages are allowed in Revolution Place during events.

Damages

The Licensee will be responsible for any damages sustained to any part of Revolution Place caused by their patrons.

Responsibility of the Facility Manager

The Facility Manager will ensure that:

- Before the decision is made to permit the sale of alcohol at any event, the sponsor/promoter will be consulted to determine their wishes and the suitability of the event for such sales.
- The sale of alcoholic beverages at the event may be denied or restricted when necessary.
- Events where alcohol is consumed are required to have adequate security on duty. If security is not present the event will be cancelled.

REVOLUTION PLACE ALCOHOL MANAGEMENT GUIDELINES

- Violation of AGLC rules and regulations are reported to the AGLC and/or the RCMP.
- Inappropriate behavior due to the consumption of alcohol is identified and dealt with immediately. Patrons exhibiting rowdy and inappropriate behavior may be requested to leave and if necessary, the RCMP will be contacted for assistance.
- Consumption of alcohol is restricted to approved areas of Revolution Place only. Patrons failing to comply with staying in the approved areas, will be asked to return to approved area or their alcohol will be removed, no further action may be necessary. Physical confrontation should be avoided, and no attempt should be made to remove a patron physically for violation of this Procedure or the policy. Patrons not wishing to cooperate will be reported to the RCMP.
- All incidents or ejection from Revolution Place will be documented in an incident report and submitted to the appropriate person(s).