

PREMISES AGE VERIFICATION POLICY

Premises name:	
Address:	
Postcode:	

CHECK 25

To prevent sales of alcohol and tobacco to under 18s, before serving alcohol or tobacco from these premises the responsible member of staff must ask all customers who DO NOT CLEARLY appear to be over the age of 25 for a suitable means of identification bearing their name, date of birth and a holographic mark.

For the purposes of this policy the responsible person will be one of the following:

- The Premises Licence Holder
- The Designated Premises Supervisor (DPS)
- A staff member aged 18 or over
- A staff member aged 18 or over who is authorised to allow the sale or supply of alcohol by a staff member under the age of 18
- A member or officer of a private members club

Examples of appropriate identification include:

- A proof of age card bearing the PASS hologram
- A photo card driving licence
- A passport

The adoption of an Age Verification Policy is a legal requirement under the Licensing Act 2003 (Mandatory Licensing Conditions) Order 2010 legislation and applies in relation to the sale and supply of alcohol from these premises.

Failure to adopt such a policy is a criminal offence with a maximum fine of £20,000 and/or six months imprisonment.

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