

AGLC PENALTY GUIDELINES

The following scale of penalties represents disciplinary measures that could be taken by the Alberta Gaming and Liquor Commission respecting violations of the *Gaming and Liquor Act*, *Gaming and Liquor Regulation*, an Order of the Board or a condition of a licence, pursuant to Section 91 of the *Gaming and Liquor Act*. Penalties may vary from the guidelines in mitigating or extreme circumstances. The following list of violations includes those which arise most frequently. The *Gaming and Liquor Act* and the *Gaming and Liquor Regulation* should be referenced for the actual wording of these and other violations.

<u>Violation</u>	<u>Penalty (1st Violation)</u>
1. Failure to comply with board policy	Warning
2. Hinder, obstruct or impede an Inspector(s). [GLA s.99]	Up to cancellation and/or up to \$3,500 fine
3. Use or consumption of illegal liquor. [GLA s.50]	Up to cancellation and/or up to \$10,000 fine
4. Permitting on licensed premises an activity which is contrary to any municipal bylaw or any Act or regulation of Alberta or Canada or detrimental to the orderly operation of the premises. [GLA s.69(1)(a)(b)]	Up to cancellation and/or up to \$4,000 fine
5. Permit homemade liquor in licensed premises [GLA s.72(1)]	Up to 1 day suspension or \$250 fine
6. Permitting an activity which may be injurious to the health or safety of people in the premises [GLA s.69(1)(c)]	Up to cancellation and/or up to \$2,500 fine
7. Permit a person to give or sell liquor to a minor in licensed premises. [GLA s.75]	Up to \$1,000 fine
8. Give or sell liquor to a minor in licensed premises. [GLA s.75]	Up to \$1,000 fine
9. Selling or providing liquor to a person apparently intoxicated by alcohol or a drug. [GLA s.75.1(a)]	Up to \$5,000 fine
10. Permitting a person apparently intoxicated by alcohol or a drug to consume liquor on licensed premises. [GLA s.75.1(b)]	Up to \$1,500 fine

<u>Violation</u>	<u>Penalty (1st Violation)</u>
11. Removal of liquor from licensed premises other than in accordance with the Act and Regulation. [GLA s.68(2)]	1 to 8 days and/or up to \$2,000 fine
12. Sell or provide liquor on a licensed premises during hours when not permitted, or on a day when not permitted. [GLA s.68(1)(b)]	1 to 6 days and/or up to \$1,500 fine
13. Providing entertainment prohibited by the Board. [GLR s.95(2)]	Up to 2 days and/or suspension of entertainment authorization for a specified period and/or up to \$5,000 fine

QUESTIONS?

If you have any additional questions about liquor licences, please contact the following:

AGLC, St. Albert
Telephone 780-447-8846

AGLC, Calgary
Telephone 403-292-7300

AGLC, Red Deer
Telephone 403-314-2656

AGLC, Lethbridge
Telephone 403-331-6500

AGLC, Grande Prairie
Telephone 780-832-3000

NOTE: *Public Resale Licences are only available from the St. Albert office.*

LIQUOR SPECIAL EVENT LICENCES

For Private Functions

What is a Special Event Licence?

A liquor special event licence is a legal document which allows the holder to host a function with liquor service.

The special event licence holder may be an individual, non-profit organization, company or municipality. A liquor special event licence is not required for a function held at a private residence, however, no sale of liquor is allowed.

A licence may be obtained from retail liquor stores, general merchandise liquor stores, general off sales rooms or the AGLC in St. Albert or Calgary.



TYPES OF SPECIAL EVENT LICENCES FOR PRIVATE FUNCTIONS

Private Non-Sale Licence

This licence allows the holder to provide liquor to invited guests free of any direct or indirect charge.

Private Resale Licence

This licence allows the holder to sell liquor to invited guests. It may only be obtained by:

- a non-profit or charitable organization; or
- an adult who is responsible for organizing a family function such as a wedding reception or family reunion.

PRIVATE FUNCTION LICENCE RESTRICTIONS

A licence will not be issued:

- to a person who is under the age of 18 years or under the influence of liquor or drugs;
- where a Class A, B, C or D liquor licence is in effect, or under suspension; or
- for an area open to the general public.

LICENCE FEES

Licence fees are as follows:

- Private Non-Sale Licence - \$10
- Private Resale Licence - \$25
- A store may charge a service fee of up to \$2 for each licence sold.

HOURS

Liquor Service may be provided between 10:00 a.m. and 2:00 a.m. the following morning, with a maximum one-hour consumption period to follow. For example, if the licence authorizes service between 6:00 p.m. and 2:00 a.m., liquor service must stop at 2:00 a.m., with all consumption ceasing and liquor being removed from public areas by 3:00 a.m. unless otherwise approved.

The hours may be split into two liquor service periods. A request for liquor service prior to 10:00 a.m. must be approved by the AGLC.

FOOD SERVICE

Food service is recommended at all functions. Non-alcoholic beverages must be available.

ATTENDANCE

Attendance at functions up to 400 persons will be authorized by the store. Larger functions must be approved by the Regulatory Division of the AGLC. At no time may the occupancy load of the premises be exceeded.

SUITABLE LOCATIONS

Locations suitable for functions include: community halls, banquet rooms, meeting rooms, fenced areas, tents (with municipal approval), and areas in licensed premises which have been reserved exclusively for the use of the licence holder with access to the public restricted.

ADVERTISING

- Any advertising for a private function must specify the function is for "members and invited guests only". Such ads may not invite the general public or suggest the general public is welcome.
- A community league may advertise a function on a sign, including a free-standing illuminated sign, on community league property.
- Posters may be displayed on community notice boards.
- Advertisements may be placed in the local newspaper, on radio or on television, including: (a) the name of the organization and of the specified function; (b) function date; (c) location; (d) where tickets may be obtained; and (e) contact name(s) and telephone number(s).
- Tickets to private functions cannot be sold to the public, and cannot be sold out of business outlets or from public venues.

CONDITIONS OF LICENCE

It is the licensee's responsibility to ensure that the following legislation and policy conditions of the licence are adhered to:

- The licence must be posted in a prominent location at the event.
 - AGLC inspectors and police must be admitted to premises covered by a licence.
 - As a holder of a liquor licence, you or your organization are responsible for the conduct of your guests at the function.
 - You are responsible not to serve guests to the point of intoxication.
 - Responsible supervision must be provided at every licence function. One supervisor for every 50 people plus one supervisor for each entrance and exit is recommended.
 - You may decide to allow minors to attend. However, no person under the age of 18 years is to be served or given beverage alcohol, or permitted to consume or handle beverage alcohol. If a person who appears to be a minor requests to purchase or be given liquor, you are responsible to ensure the person provides proof of age.
 - A minor may be employed as kitchen or service help.
 - Spirits (such as whisky, gin and vodka) must be served by the individual drink. A person may not be given or sold a bottle of spirits.
 - The only liquor permitted at licensed events is liquor purchased by the holder of the licence in Alberta from any Class D licensee. Receipts confirming the legal purchase of all liquor must be present at the event. **Bring your own bottle (BYOB) events are not allowed.**
 - **Homemade wine, beer or cider must not be served, consumed or allowed on the licensed premises.**
 - As the licence holder of a Private Resale Licence, you may set the drink prices, provided these prices are posted and apply to individual drinks only. Price specials may not be set for multiple orders (for example: two drinks for the price of one, three for one, etc.)
 - Nude entertainment is not permitted.
 - Any activity that is contrary to any municipal bylaw or any Act or Regulation of Alberta or Canada is prohibited.
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