



Accredited

Tuesday, 23 February 2010

To all Sports Clubs in the North East Shires

### **Re: Club Liquor Licensing Seminar**

The Australian Drug Foundation (ADF), in conjunction with the Victoria Police and The Centre CARN (Centre Active Recreation Network) would like to invite up to five members of your committee to attend a Liquor Licensing Club Seminar on Wednesday 17th March 2010 at The Centre, Greta Road Office, (Multipurpose Room), Wangaratta, 7.00 p.m. to 9.00 p.m.

The aim of this Seminar is to raise the level of awareness of sport and recreation club's legal and moral responsibilities regarding the sale and consumption of liquor. Valuable information, advice and assistance will be provided on the night by the ADF, Victoria Police.

This Liquor Licensing Club Seminar is being presented in lieu of the new entrant training "Licensees' First Step" which is now a legal requirement for any person named as a Licensee on a new or changing Liquor Licence. The cost of attending this course at a TAFE is normally up to \$180 (including RSA) per person. CARN is offering this seminar at a reduced rate of \$10 per person, with each attendee gaining a certificate recognising attendance.

Further information about this training requirement has been enclosed.

Bookings are essential; names need to forward prior to Friday 12<sup>th</sup> March. Payment able to be made on the night.

For further information please contact Elle Milne on 03 5723 1372 or email [elysia.milne@thecentre.vic.edu.au](mailto:elysia.milne@thecentre.vic.edu.au)

Kind Regards,

**Rod Glenn-Smith**

State Manger Good Sports (Victoria)

# LIQUOR LICENSING CLUB SEMINAR

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Wednesday 17<sup>th</sup> March 2010

6.30pm for 7.00pm – 9.00pm

The Centre, Greta Road Office, Multipurpose Room, Wangaratta

## Details

- Liquor License Information session – Legal requirement for all Nominees\*
- **For club committee members and volunteers responsible for serving liquor**
- Essential for clubs with Licensed premises
- Conducted by ADF Good Sports, Local Police and The Centre, Centre Active Recreation Network(CARN).
- Assists sporting clubs to ensure liquor is responsibly sold and consumed

## Topics Covered

- Understanding your Liquor Licence
- Legal responsibilities
- Club rules
- Duty of care/server liability
- Underage issues
- Intoxication
- 'Signing in' requirements
- Non member functions/Limited Licences

## Benefits of Attending

- Greater awareness of legal issues
- Potential legal problems avoided
- Getting the most out of your licence
- Opportunity to ask questions of Police, Council and Liquor Licensing staff
- Increased confidence in handling licensing issues
- Increased knowledge of issues around alcohol abuse in the club environment

\* *This session is in lieu of the new entrants training 'Licensees First Step'*

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## Liquor Licensing Factsheet

Date of Issue:  
March 2006

*Important  
To ensure that  
applicants for  
liquor licences  
have a  
sufficient  
understanding  
of their legal  
obligations, the  
Director of  
Liquor  
Licensing has  
approved  
William Angliss  
Institute of  
TAFE's  
"Licensees' First  
Step" as an  
approved  
course.*

- Where the directors of a company all live outside Victoria, a nominee must be appointed who will be required to complete the training.
- If the applicants are a partnership, all partners will need to be trained.
- Applicants for appointment as a nominee.
- Applicants for renewable limited licences, with an on-premise capacity.
- Applicants for certain limited licences, where a judgement is made by the Director that the training would be appropriate.
- Applicants seeking approval to sublet premises.

### Approved providers of new entrant training

East Gippsland Institute of TAFE  
Main Street  
Bairnsdale 3875  
Telephone: 5152 0741  
[www.egtafe.vic.edu.au](http://www.egtafe.vic.edu.au)

Hospitality Training Victoria  
Level 3, 114 Flinders Street  
Melbourne 3000  
Telephone: 9639 5551  
[www.hosptrain.vic.edu.au](http://www.hosptrain.vic.edu.au)

### More information

Information on liquor licensing is available from:

Consumer Affairs Victoria  
**Victorian Consumer & Business Centre**  
113 Exhibition Street  
Melbourne 3000  
Telephone: 1300 65 03 67  
Website [www.consumer.vic.gov.au](http://www.consumer.vic.gov.au)

Liquor Consultancy Services  
1 Ovens Court  
Croydon Hills 3136  
Telephone: 9725 6074  
[www.lcs.biz](http://www.lcs.biz)

South West Institute of TAFE  
Timor Street  
Warrnambool 3280  
Telephone: 5564 8967  
[www.swtafe.vic.edu.au/index.aspx](http://www.swtafe.vic.edu.au/index.aspx)

William Angliss Institute of TAFE  
555 Latrobe Street  
Melbourne 3000  
(also servicing the Mildura district)  
Telephone: 9606 2111  
[www.angliss.vic.edu.au](http://www.angliss.vic.edu.au)



Consumer Affairs  
Victoria

The information contained in this factsheet is of a general nature only and should not be regarded as a substitute for a reference to the legislation or professional advice.  
Authorised by the Victorian Government, 452 Flinders Street, Melbourne, Victoria, 3000.  
Printed by Allanby Press, 1 Crescent Road, Camberwell, 2124.

LL-15-04-107