

SALE OF ALCOHOL

KEINTON MANDEVILLE VILLAGE HALL

(Licensing Act 2003)

NO special arrangements are necessary if:

*Hirer runs a free bar for the entire event.

*Guests bring their own alcohol to the event.

*Samples are provided free at an event: (e.g a wine tasting. Orders can be taken and paid for but the wine must be delivered after the event.)

Special arrangements are necessary if you sell alcohol at your event, even if it is an event only for friends and relatives, or the price of the ticket includes an alcoholic drink.

At Keinton Mandeville Village Hall these options are open to you:

OPTION A	COST £20 payable when making the booking
You make your own bar arrangements	
You run the bar under the Premises Licence held by the trustees and with the agreement of the designated Personal Licence holder.	
If you choose this option, you will need to be fully aware of the conditions set out within the Licence. The delegation of the Personal Licence is at the sole discretion of the designated Personal Licence holder on behalf of the trustees.	
For further details contact: kmvillagehall@gmail.com	
Notes: The full booking fee must be paid and the booking confirmed before permission is delegated by the Personal Licence holder to the hirer.	

OPTION B	COST £21 payable to Somerset County Council
You arrange your own licence to sell alcohol	
You will need to apply for a Temporary Event Notice (TEN) from Somerset County Council. This can be completed online by using the Somerset County Council website. (www.somerset.gov.uk / licensing /temporary-event notice).	
Full details of how to apply are clearly set out. At least 10 working days should be allowed between the date of the application and the event.	
There is a limit to the number of TEN's granted to people holding events at the village hall each year. Therefore, this option may or may not be available for your event. It is the responsibility of the hirer to check this.	
Notes: The full booking fee must be paid and the booking confirmed before the event can go ahead.	

Keinton Mandeville Village Hall and Playing Field Trust is a registered charity no. 1057420.
The Personal Licence Holder is a trustee and holds the Licence on behalf of the charity.