

VIC:

CLUB LIQUOR LICENSING REQUIREMENTS



Managing a club liquor licence or BYO permit requires understanding and adhering to certain requirements and conditions. Most importantly, you are required to responsibly manage the sale and consumption of liquor. If you uphold the requirements of your licence or permit you can avoid excessive drinking from patrons, as well as antisocial and unsafe behaviour occurring in your club.¹

- A liquor licence or permit states where and when alcohol can be served and consumed.
- In Victoria, The Liquor Control Reform Act 1998 controls the sale and supply of alcohol, and the Victorian Commission for Gambling and Liquor Regulation (VCGLR) is responsible for regulating the liquor and gaming industries.

In Victoria, there are four different types of licences, and a permit, available for clubs depending upon the circumstances. All of them have varying requirements and responsibilities.

The available licences and permits are:

- full club licence
- restricted club licence
- renewable limited licence
- temporary limited licence
- BYO permit.²

Your liquor licence will contain all the conditions you must adhere to, however there are some general obligations you should understand.

CLUB LICENCES:

- **Responsible Service of Alcohol (RSA)** – you are required to adhere to the RSA which details responsibilities around serving alcohol. For example, you must not supply alcohol to intoxicated individuals or minors, and drunk and disorderly people are not allowed on your premises.
- **Minors** – there are various obligations you need to comply with when allowing people under the age of 18 years on your premises (e.g. they are in the company of an adult or are having a meal).
- **Signage** – your licence, as well as the signage or posters relevant to your licence, must be displayed in a place where people can read the conditions.
- **Free drinking water** – where alcohol is consumed there must be free suitable drinking water provided to members and guests.
- **Club specific obligations** – your club's licence will have specific conditions related to your venue and you will be committing an offence if you do not comply with them.
- **Other obligations** – such as having food available for purchase, meeting fire safety requirements and respecting the amenity of surrounding areas.²

BYO PERMITS:

A BYO permit allows for the possession and consumption of liquor for clubs that do not have a liquor licence. Members and guests can bring their own liquor to the club and drink it on the premises.

- Alcohol can only be consumed within the permit area (or red line area) that is documented by your permit.
- **Manage drunk and disorderly behaviour** – drunken or disorderly people must not be allowed on the premises.
- **Manage underage members and guests** – there are various obligations you need to comply with when allowing people under the age of 18 years on your premises (e.g. they are in the company of a responsible adult or are having a meal).

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- **Free drinking water** – where alcohol is consumed there must be free suitable drinking water provided to members and guests.
- **Signage** – your current permit, as well as the signage or posters approved by the VCGLR, must be displayed in a place where people can read the conditions.
- **Administration and record keeping** – there are some administrative obligations to uphold, such as keeping a copy of your latest red line plan or advising the VCGLR of changes to your director or nominee.
- **Inspections** – the VCGLR and the Victoria Police can enter and inspect the premises to make sure permit holders are adhering to their obligations and the Metropolitan Fire Brigade or Country Fire Authority are also able to inspect for serious fire threats.²

Further information:

General obligations of club licences/permit

<https://www.vcglr.vic.gov.au/liquor/sporting-and-community-club/licensee-resources/our-club>

The different types of licences

<https://www.vcglr.vic.gov.au/i-want/get-new-licence/what-liquor-licence-do-i-need>

Videos by the VCGLR about licence types

https://www.youtube.com/playlist?list=PLkK_-MKESn7mnJ-Mtm07us6VElvD8m1Pn

Victorian Commission for Gambling and Liquor Regulation (VCGLR)

Ph: 1300 182 457

<https://www.vcglr.vic.gov.au>

References:

1. Victorian Commission for Gambling and Liquor Regulation. Our Club: Licensee responsibilities, Section 7: RSA for clubs: Victoria State Government; 2019 [cited 2020 June 25].
Available from: <https://www.vcglr.vic.gov.au/liquor/sporting-and-community-club/licensee-resources/our-club>
2. Victorian Commission for Gambling and Liquor Regulation. Our Club: Licensee Responsibilities, Section 3: Our liquor licence: Victoria State Government 2019 [cited 2020 June 30].
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