

Alcoholic Beverage Service Policy

This establishment is committed to the responsible service of alcoholic beverages to responsible consumers. We are also committed to actions that will help reduce drunk driving. Accordingly, all employees are required to follow the procedures listed below.

1. No employee will serve an alcoholic beverage to any person under 21 years of age or to any person who is visibly intoxicated.
2. In order to be served an alcoholic beverage, any guest who is apparently under 30 years of age is required to present documentation that shows him or her to be 21 years of age or older. Acceptable documentation is a driver's license with photo or photo identification, showing date of birth issued by a governmental body.
 - a) The employee will check the identification to ascertain that it is authentic. The manager should be informed if there is any appearance of forgery or tampering.
 - b) In the absence of authentic identification, or in case of doubt, the employee will refuse service of alcoholic beverages to the customer.
3. It is the employee's responsibility to notify a manager and or supervisor immediately when a customer shows visible signs of intoxication. The manager or supervisor will then inform the customer that further service of alcoholic beverages is no longer legal and suggest an alternative refreshment.
4. Any customer showing visible signs of intoxication shall be urged to use the alternative transportation provided by the establishment. If, with strong urging, he or she refuses, a reasonable attempt should be made to obtain the keys to his or her car. If, despite these efforts, the intoxicated customer leaves in his or her car, the license plate number should be noted and the appropriate law enforcement officials should be notified.
5. After refusing service to any patron, employees will note the appearance and clothing of the individual involved. A form will then be obtained from the manager, filled out and filed on the logbook.
6. No employee will "free pour". All liquor will be dispensed in measured quantities.
7. No employee will serve more than one drink to a guest at one time.
8. No employee will serve several drinks to a guest during a short interval.
9. All employees who serve alcoholic beverages will participate in a designated alcohol awareness-training program within one month of beginning employment at this establishment.

I have read this policy statement, understand what is required in regard to responsible alcoholic beverage service and promise to follow these rules.

Signature

Date