Alcohol Policy

1. **Guidelines**

1.1 The University recognises the positive social use of alcohol and encourages, through its policies and model practices as an employer and an educator, responsible and moderate use by staff and students.

1.2 The written permission of the Vice-Chancellor is required before a function involving the consumption of intoxicating liquor is held on any University site except licensed premises. The Secretary and Registrar has delegated authority to give such permission where the application is in accord with the University’s policy.

1.3 All applications should be submitted to the Operations Manager Property and Facilities Division (Operations) on 07-3365 1151.

1.4 The terms of the Liquor Act apply on University sites as they do elsewhere. It is therefore illegal to sell liquor on University sites, either directly or indirectly, such as through an admission charge or sale of tickets to a function, unless a licence or permit has been obtained from the Licensing Commission.

1.5 Senate, on 6 June 1991, approved a requirement for the prior approval of the University before any application is made for a licence or permit, or for any variation in the terms of an existing licence or permit such as the extension of normal trading hours on licensed premises.

1.6 The Licensing Commission will not grant licenses or permits applicable to University sites unless the applicant has obtained the prior approval of the University. Licences or permits must be prominently displayed at function venues.

1.7 For additional details regarding conditions relating to the consumption of alcohol see HUPP Policy 7.30.1 Event Planning Guidelines.

2. **Functions on Licensed premises**

2.1 The University requires advance notice (six weeks) of any function to be held on licensed premises on campus. The routine day to day activities of licensed premises are the only exception to this requirement.

3. **Functions Requiring a Licence**

3.1 A function requires a licence if the organisers want to sell liquor either directly or indirectly. ‘Indirectly’ includes sale through an admission charge or the sale of tickets to a function.

3.2 Permission to hold functions requiring a licence should be obtained from the Secretary and Registrar six weeks before the date of the function. Once permission is obtained, application should be made to the Licensing Commission for a permit. This application should be accompanied by the University application form, which has been approved by the Secretary and Registrar. As soon as the Licensing Commission permit has been obtained, a copy should be lodged with the Security...