

A Special Event Private Non-Sale Licence may be issued for the possession, storage and service of liquor in relation to a private event specified on the licence.

1. GENERAL POLICIES

- 1.1 The sale of liquor, either directly or indirectly, is prohibited under a Special Event Private Non-Sale licence.
- 1.3 A Class D licensee may issue a Special Event Private Non-Sale licence to:
- a) a non-profit organization;
 - b) a municipality;
 - c) a registered charitable organization;
 - d) a service club or association of individuals organized for a joint purpose;
 - e) an individual organizing a family function, such as a wedding, birthday, anniversary or family reunion; or
 - f) a company or corporation.
- 1.4 A Class D licensee may issue a Special Event Private Non-Sale licence for a private function with the following conditions:
- a) the function is open to members and/or invited guests only. Advertising must be directed to members and invited guests only and not to the public at large; and
 - b) there is no charge for liquor either directly or indirectly (no admission charge).
- 1.5 The licensee is responsible for ensuring compliance with all legislation, policies and requirements governing the sale and consumption of liquor.
- 1.6 A Special Event Private Non-Sale licensee must comply with the Special Event Licence General Policies and Guidelines.
- 1.7 The fee for a Special Event Private Non-Sale licence is \$10.00. The Class D licensee (vendor) may also charge a maximum \$2.00 service fee.
- 1.8 A Class D licensee from whom liquor was purchased for a special event function must accept any liquor returned in an unopened container for refund. A restocking fee may be charged.
- 1.9 A licensee must request AGLC approval to provide liquor service prior to 10:00 am.

2. BUS TRIP

- 2.1 An application may be approved with the following conditions:
- a) the bus has a minimum seating capacity of 24 passengers;
 - b) the applicant group has exclusive use of the bus;

- c) the passengers are mostly adults;
- d) only liquor purchased under the licence is permitted to be served and consumed by the passengers;
- e) liquor service and consumption may take place only within Alberta.
 - i) If the bus travels outside of Alberta, the licence must indicate that liquor consumption is not allowed outside the borders of Alberta. Liquor service may resume when the bus re-enters Alberta.
 - ii) Liquor consumption must end thirty (30) minutes before the estimated time of arrival at the destination or at the Alberta border, whichever is first.
- f) the licence must be presented to AGLC or the police upon request.

2.2 To consider approval of a licence application for a bus, the AGLC requires the following information:

- a) name of licensee (applicant);
- b) date of departure;
- c) estimated times of departure and arrival;
- d) number of passengers and percentage/number that are adults;
- e) departure and arrival locations; and
- f) a letter from the bus company authorizing liquor service and consumption on the bus; the letter is to be attached to the yellow copy of the licence.

2.3 The AGLC will not approve a licence application for a bus trip within the municipal limits of a city, town or village, or to or between other municipalities, for the purpose of visiting licensed premises (a pub-crawl).

3. GUIDELINES

3.1 It is recommended the licensee maintain a minimum of one adult supervisor for every 50 patrons in attendance.

3.2 A single special event licence may include several related activities taking place on consecutive days. Examples are:

- a) a wedding, followed by a gift opening the next day;
- b) a curling bonspiel;
- c) a convention; or
- d) other multi-day events approved by the AGLC.

3.3 Licence hours may be split, with each time period followed by a maximum one (1) hour period to consume served drinks (liquor served from 2:00 pm to 5:00 pm with consumption allowed until 6:00 pm; then liquor served again from 9:00 pm to 2:00 am with consumption allowed until 3:00 am.

3.4 A liquor licence is not required for a non-sale function held in:

- a) a private residence; or
- b) a party room of a residential complex, hosted by a resident.