

# QLD: CLUB LIQUOR LICENSING REQUIREMENTS



When you're managing a club liquor licence or permit you need to understand the conditions set out in it and make sure your club complies with them.

This will ensure your club responsibly manages the sale and consumption of alcohol and you meet any legal requirements.

Your liquor licence or permit will state where and when alcohol can be sold, supplied and consumed.

When licence or permit requirements are met, the risk of excessive drinking, unsafe situations, conflict and drink driving is significantly reduced. This helps you maintain a safe and welcoming club environment.

In Queensland, the *Liquor Act 1992* sets out the conditions for the sale and supply of alcohol.<sup>1</sup> And the Office of Liquor and Gaming Regulation (OLGR) is responsible for regulating the liquor laws and rules under the Act.<sup>2</sup>

## CLUB LICENCES & PERMITS:

There are two types of licence and two permits available to Queensland clubs:

- **Community club licence** – allows members and guests to consume alcohol on club premises and take away alcohol.
- **Community other licence** – allows a club to trade for set hours, up to a maximum of 25 hours per week. This licence is only suitable for clubs that operate year-round.
- **Community liquor permits for clubs** – allows a club to sell or supply alcohol on a temporary or one-off occasion. The permit will define the area in which liquor can be served and consumed.
- **Restricted liquor permit** – allows a club to trade up to 10 hours per week or between 10 and 25 hours per week, and the permit is issued for a period of three to six months.<sup>3, 4</sup>

The individual liquor licences and permits contain all the conditions clubs must adhere to and generally have varying requirements and responsibilities, depending on the type of licence.

It's important for clubs to be familiar with their liquor licence or permit to make sure all conditions are being met and to keep up to date with any legislative changes. Non-compliance will result in an offence being committed and penalties may apply.

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### LICENCE REQUIREMENTS

The following table summarises some of the key requirements that apply to clubs depending on the type of liquor licence or permit they hold.

| Requirement <sup>1</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Community club licence | Community other licence | Community liquor permit for clubs | Restricted liquor permit |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------|-----------------------------------|--------------------------|
| <b>Approved consumption area and hours</b> – alcohol can only be consumed within the licensed area that is approved in a club's licence or permit.                                                                                                                                                                                                                                                                                                                                                                               | ✓                      | ✓                       | ✓                                 | ✓                        |
| <b>Responsible Service of Alcohol (RSA)</b> – clubs are required to adhere to RSA, which details responsibilities around serving alcohol. For example, one requirement is that clubs must not supply alcohol to intoxicated individuals or people aged under 18.                                                                                                                                                                                                                                                                 | ✓                      | ✓                       | ✓                                 | ✓                        |
| <b>RSA training</b> – licensees and any staff who serve alcohol must have completed a RSA certification from a registered training organisation within 30 days of being employed. RSA certifications remain valid, unless the course was completed prior to 2002. A copy of all RSA certificates must be kept at the club.<br><br>Volunteers are not required to hold an RSA certification, however the licensee or permit holder needs to ensure someone with a current RSA certificate is available to supervise. <sup>5</sup> | ✓                      | ✓                       | ✓                                 | ✓                        |
| <b>Managing intoxication</b> – clubs may refuse entry to a person who is unduly intoxicated or disorderly, or ask them to leave the premises. <sup>6</sup>                                                                                                                                                                                                                                                                                                                                                                       | ✓                      | ✓                       | ✓                                 | ✓                        |
| <b>Minors</b> – there are various obligations clubs need to comply with when allowing people aged under 18 on club premises (e.g. the young person is employed at the club, or is in the company of an adult).                                                                                                                                                                                                                                                                                                                   | ✓                      | ✓                       | ✓                                 | ✓                        |
| <b>Signage</b> – a club's liquor licence or permit, as well as the approved OLGR signage or posters relevant to the licence or permit, must be displayed. <sup>7-9</sup>                                                                                                                                                                                                                                                                                                                                                         | ✓                      | ✓                       | ✓                                 | ✓                        |
| <b>Free drinking water</b> – where alcohol is supplied at a club, there must be free suitable drinking water available.                                                                                                                                                                                                                                                                                                                                                                                                          | ✓                      | x                       | x                                 | x                        |

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|--------------------------------------------------------|--------------------------------------------------------|
| <b>Protect neighbouring amenity</b> – reasonable steps are required to make sure there is minimal disturbance to the area surrounding the club. <sup>10</sup>                                                                                                                                                                                                                                      | ✓ | ✓ | ✓                                                      | ✓                                                      |
| <b>Changes to liquor licence</b> – if clubs want to make variations to the liquor licence or permit conditions (e.g. changes to licensed area or trading hours), an application can be submitted to OLGR.                                                                                                                                                                                          | ✓ | ✓ | x                                                      | x                                                      |
| <b>Risk-assessed management plan (RAMP)</b> – the purpose of a RAMP is to outline how a club will manage its premises to minimise alcohol-related harm. When applying for a liquor licence or permits, clubs are required to lodge a RAMP. The RAMP sign must be displayed. <sup>11, 12</sup>                                                                                                      | ✓ | ✓ | ✓                                                      | ✓                                                      |
| <b>Responsible Management of Licensed Venues (RMLV)</b> – RMLV training is mandatory for licensees (if individuals) and approved managers and must be renewed every 3 years. Individuals completing RMLV training don't need to complete RSA training. <sup>13</sup>                                                                                                                               | ✓ | ✓ | ✓<br>(where the permit holder manages alcohol service) | ✓<br>(where the permit holder manages alcohol service) |
| <b>Administration and record keeping</b> – there are some administrative obligations clubs must uphold, such as keeping a copy of the liquor licence or permit.                                                                                                                                                                                                                                    | ✓ | ✓ | ✓                                                      | ✓                                                      |
| <b>Inspections</b> – OLGR and Queensland Police Service can enter and inspect club premises to make sure licence and permit holders are complying with both the liquor licence or permit conditions, and the law.                                                                                                                                                                                  | ✓ | ✓ | ✓                                                      | ✓                                                      |
| <b>Approved manager</b> – while it is a general requirement that the individual licensee or an approved manager of a licensed premises be present or reasonably available during trading hours, there are a number of exceptions and exemptions to this (e.g. where alcohol is served only by volunteers, or for clubs with less than 2,000 members and don't trade after midnight). <sup>14</sup> | ✓ | ✓ | ✓                                                      | ✓                                                      |
| <b>Incident register</b> – clubs must keep an incident register containing information about each incident that happens on club premises.                                                                                                                                                                                                                                                          | ✓ | ✓ | ✓                                                      | ✓                                                      |

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### LIQUOR PERMIT EXEMPTION

If you are planning a one-off fundraising event or raffle you may be exempt from applying for a Community Liquor Permit. You can find out if you are exempt from this permit by completing a Community Liquor Permit - Exemption Assessment on the OLGR website.<sup>15</sup>

<https://secure.olgr.qld.gov.au/forms/clp/Clp/Exemption>

#### **Further information:**

##### **Business Queensland – Liquor and gaming**

[business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming](https://business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming)

##### **Liquor and wine licensing**

[business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing](https://business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing)

##### **Compliance for liquor licensees and permittees**

[business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance](https://business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance)

##### **Liquor guidelines**

[business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/liquor-guidelines](https://business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/liquor-guidelines)

##### **Office of Liquor and Gaming Regulation (OLGR)**

Locked Bag 180

City East QLD 4002

13 74 68 (Monday to Friday: 8am to 6pm)

[OLGRlicensing@justice.qld.gov.au](mailto:OLGRlicensing@justice.qld.gov.au)

[justice.qld.gov.au/about-us/services/liquor-gaming](https://justice.qld.gov.au/about-us/services/liquor-gaming)

This resource is intended as general information for community sporting clubs and was accurate at the time it was published. Laws and regulations may change, so the information may not always be up to date.

The information provided in this resource does not constitute legal advice and should not be relied upon as such. While the Alcohol and Drug Foundation has taken reasonable care in preparing this resource, clubs are responsible for checking the accuracy of the information and seeking independent legal advice for their specific situation.

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## References:

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5. Business Queensland. *Responsible service of alcohol (RSA) training and certification*. [Internet]. Brisbane, Australia: Queensland Government; 2025. [cited 2026 May 09] Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/training/rsa/certification>.
6. Business Queensland. *Guideline 58: Unduly intoxicated*. [Internet]. Brisbane, Australia: Queensland Government; 2018. [cited 2026 May 09] Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/liquor-guidelines/unduly-intoxicated>.
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8. Business Queensland. *Compliance signage for licensed venues*. [Internet]. Brisbane, Australia: Queensland Government; 2026. [cited 2026 May 09] Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance/compliance-signage>.
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