

# SA:

## CLUB LIQUOR LICENSING REQUIREMENTS



Managing a club liquor licence 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 you can avoid excessive drinking, as well as antisocial and unsafe behaviour occurring in your club.<sup>1</sup>

- A liquor licence states where and when alcohol can be served and consumed.
- The Liquor Licensing Act 1997 controls the sale and supply of alcohol in South Australia and the Consumer and Business Services division is responsible for regulating the liquor and gaming industries.
- In November 2019, Liquor Licensing reforms were introduced. The reforms included the removal of the two-licence system for community organisations to a one-licence system. The new club licence includes provisions to remove administrative burden on clubs that involves the sale or supply of liquor outside of a clubs licensed area.<sup>2</sup>

### ENDORSEMENTS

Under the new provision of club licences, a club may obtain an endorsement on its licence for events held on a site that is used for club activities, but which is outside the licensed area.<sup>2</sup>

For example, a football club may be licensed to sell liquor in their club room, but want to also sell liquor on the grounds on game days. Rather than apply for a short-term licence for each game day, instead they can apply for an ongoing club event endorsement.<sup>2</sup>

### LICENCES:

- **Responsible Service of Alcohol (RSA)** – an RSA details responsibilities around serving alcohol, intoxicated individuals, minors, and drunk and disorderly behaviour. All staff serving alcohol are required to complete RSA training through a registered training organisation.
- **Responsible persons** – an approved responsible person needs to be at the premises to supervise whenever you are open for trade. You can apply for an exemption from this requirement if you can prove that it will not compromise the responsible service and consumption of liquor. Applications for an exemption need to be lodged with Consumer and Business Services (CBS).
- **Noise/disturbances** – you need to make sure there is minimal disturbance to people who live, work or worship in the surrounding area.
- **Signage** – your licence must be displayed at or near the front entrance of your premises. Signage or posters relevant to your licence such as underage drinking notices are required to be displayed in a place where people can read the conditions.
- **Risk Assessment and Management Plan** – you are required to have a management plan that you will need to provide to the Consumer and Business Services officer upon request.
- **Codes of practice** – be aware of the different codes of practice and their guidelines so you can minimise the harms associated with liquor.
- **Delivery of alcohol** – licensees may also be authorised to sell take-away liquor but will need to apply to the licensing authority.
- **Declared criminal organisations** – no-one can enter or remain on licensed premises if they are wearing or carrying any items associated with declared criminal organisations, often called bkie or biker gangs.
- **Confiscating IDs** – if a person is on or trying to gain access to a licensed premises, you are allowed to confiscate their ID (with the exception of passports and mobile devices) if you are the liquor licence holder, a responsible person or a security agent licence holder.
- **General code of practice** – codes of practice are there to encourage responsible attitudes towards and minimise the harm associated with liquor including promotion and sales, supply, consumption and use.

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- **Late night trading code of practice** – the late night trading code of practice applies to venues that trade past 2.00am and prohibits the entry or re-entry of patrons onto licensed premises after 3.00am.
- **Pay annual fee** – liquor licence holders must pay an annual fee. CBS will send you an invoice each year which you need to pay by 30 June.<sup>1-3</sup>

Further information:

**Key responsibilities of liquor licences**

<https://www.sa.gov.au/topics/business-and-trade/liquor/running-a-licensed-venue/key-responsibilities-of-liquor-licensees>

**Club licence**

<https://www.sa.gov.au/topics/business-and-trade/liquor/apply/club>

**Consumer and Business Services: Liquor, Gambling & Lotteries**

Ph: 131 882

Email: [liquorandgaming@sa.gov.au](mailto:liquorandgaming@sa.gov.au)

<https://www.cbs.sa.gov.au/liquor-gambling-lotteries>

References:

1. South Australian Government. Key responsibilities of liquor licensees 2019.  
Available from: <https://www.sa.gov.au/topics/business-and-trade/liquor/running-a-licensed-venue/key-responsibilities-of-liquor-licensees>
2. Consumer and Business Services South Australia. Club Licence Information 2019.  
Available from: <https://www.cbs.sa.gov.au/resources/club-licence-information>
3. South Australian Government. Liquor Licensing Act 1997. 2019.