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# CLUB FUNCTION GUIDELINES

(for club functions including alcohol)

## (CLUB NAME)

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### 1. PURPOSE

These guidelines support our club to conduct functions, either at our club or offsite, which provide a balanced and responsible approach to the use of alcohol. Our club will implement strategies to limit risky drinking practices to protect the health and wellbeing of our members and the wider community.

When our club holds a function that includes alcohol, these Club Function Guidelines will be communicated to our members.

### 2. ALCOHOL SERVICE

Our club functions will support the following guidelines:

#### 2.1 Service

- We will restrict the number of standard drinks to a maximum of 4 (**as recommended by the National Health and Medical Research Council**) when alcohol is included as part of a function ticket price.
- Provide tap water free of charge.
- Have members purchase drinks for themselves only and not others.
- Where possible, avoid functions with table service or bottles / jugs of alcoholic beverages on the table where alcohol service is not overseen by a trained bar server.
- Discourage function staff topping up drink glasses before they are empty.
- Discourage people from 'stockpiling' drinks in advance.
- Don't hold 'all you can drink' or 'open bar' functions.
- Where possible, alcohol will cease being served at least an hour before the designated time for close of the function. Non-alcoholic beverages will still be available at this time.
- Don't provide alcohol-only drink vouchers for functions.
- Substantial food (e.g. more than nuts, chips and similar snacks) will be available whenever alcohol is consumed.
- All bar servers have completed responsible service of alcohol training as per Good Sports requirements.
- Promote what a standard drink size is e.g standard drink poster displayed.
- Provide breaks if feasible when alcohol is not served.

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## 2.2 Alcohol Promotion

- The availability and amount of alcohol is not emphasised in any club advertising.
- No event promotion will encourage rapid or excessive drinking of alcohol.
- The availability of non-alcoholic drinks and water will be promoted.

## 2.3 General Function Guidelines

- All functions will have a clear end time.
- Functions where a minimum amount of liquor sales is required will not be conducted.

Where a function is held off site, our club will arrange with venue staff that:

- Intoxicated people are not permitted to enter the premises.
- Alcohol will not be served to any person who is intoxicated.
- Intoxicated people will be asked to leave the premises (after appropriate safe transport options are offered).
- Alcohol will not be served to people aged under 18 years.
- Where possible, at least four non-alcoholic drinks and one low-alcoholic drink option will be available.
- Where possible low alcoholic drinks are at least 10% cheaper than full strength drinks.

Our club is committed to consuming alcohol in moderation as part of our support of and adherence to the Good Sports program, its philosophies and policies. These guidelines support this commitment by providing a balanced and responsible approach to the use of alcohol and limiting risky drinking practices at our functions. This focus on safe and responsible service will protect the health and wellbeing of our members and the wider community.

Visit: [www.goodsports.com.au](http://www.goodsports.com.au) for information regarding the Good Sports program.