

A Special Event Public Resale-Commercial licence may be issued for the possession, storage, and sale and provision of liquor at an event open to the public. The special event shall be sponsored, managed and conducted by a licence applicant approved by the AGLC.

## **1. GENERAL POLICIES**

- 1.1 The applicant for a Special Event Public Resale-Commercial Licence may be:
  - a) a corporation; or
  - b) an individual.
- 1.2 The licensee is responsible for ensuring compliance with all legislation, policies and requirements governing the sale and consumption of liquor.
- 1.3 A Special Event Public Resale-Commercial licensee must comply with the Special Event Licence General Policies and Guidelines.
- 1.4 All individuals involved in the sale or service of liquor (including ticket sellers) must successfully complete ProServe training before the event (excluding Public Auction licensees). In addition, all individuals who manage or supervise security staff, and security staff are also required to complete ProTect training prior to the event. (see Sections 1.6 and 1.7 of the [Licensee Handbook](#)).

*NOTE: It is recommended to allow a minimum of seven (7) business days to complete ProTect certification requirements.*

- 1.5 Applicants are required to provide a current Criminal Record Check provided by RCMP or local police for **all** directors and shareholders of the applicant company. If the applicant is an individual, that individual must provide the check.
- 1.6 All individuals involved in the sale or service of liquor must request proof of age whenever a person who appears to be under 25 years of age attempts to purchase liquor at an event.

## **2. MAJOR ENTERTAINMENT VENUE**

- 2.1 The event must be held in a major entertainment venue in conjunction with a unique or special event for the community approved by the AGLC such as a sporting event, performing arts event or musical festival. During a major community event a Special Event Public Resale-Commercial licence may only be issued if the applicant has held a Special Event Public Resale-Commercial licence within the last 24 months.
- 2.2 A Special Event Public Resale-Commercial licence will not be issued to an individual, group or corporation unless:
  - a) the AGLC has approved the major entertainment venue for the event (see Section 2.5);
  - b) the licensee conducts the event; and
  - c) the duration of the event does not normally exceed four (4) days.

- 2.3 Applicants are required to obtain the approval and/or acknowledgement of the following authorities prior to the event being licensed:
- a) local police agency;
  - b) local fire department;
  - c) local health authority; and
  - d) local municipality may also be required.
- 2.4 The major entertainment venue must be a building or site which has been constructed primarily for the purpose of holding a special or unique function in the community, unless otherwise approved by the AGLC. The venue must have a stage (where applicable), a seating area and washroom facilities. The licensee must provide seating in the licensed area(s).
- 2.5 Acceptable locations for a Special Event Public Resale-Commercial licence are:
- a) a permanent structure;
  - b) a semi-permanent structure (tent);
  - c) an area surrounded by a fence of a minimum height of 1.2 metres (approximately 4 feet);
  - d) bleachers or concourse area;
  - e) municipally approved public areas with the licensed area located within a tent or fenced area;
  - f) other venues approved by the AGLC.
- 2.6 Retail prices for liquor sold at a commercial special event are subject to the following minimum prices:
- a) Spirits and liqueurs: \$2.75 / 28.5 ml (1 oz) or less;
  - b) Wine: \$0.35 / 28.5 ml (1 oz);
  - c) Draught beer: \$0.16 / 28.5 ml (1 oz); and
  - d) Bottled/Canned Beer, Cider or Coolers: \$2.75 /341 ml bottle or 355 ml can
- 2.7 Free liquor specials, multiple drink specials or all inclusive drink pricing are prohibited.
- 2.8 Satisfactory food service for public resale functions normally consists of:
- a) a one-time offering including items such as meat, poultry or fish and rice, potatoes or pasta and vegetables, ethnic food, pizza, or full buffet.
  - b) a variety of food selections which must be available during all hours of liquor service such as hot dogs, hamburgers, chicken fingers, fries, sandwiches.
- 2.9 The licensee must provide a minimum of one (1) adult supervisor for every 50 patrons in attendance. In addition, there must be at least one (1) adult supervisor at each entrance and exit.

### **3. FOOD FAIR**

- 3.1 A Special Event Public Resale-Food Fair licence may be issued for a food fair sponsored and managed by an applicant approved by the AGLC.
- 3.2 A special event licence issued in conjunction with a food fair may authorize a liquor supplier or liquor agency that is not the special event licensee to sell liquor for consumption at the event.

- 3.3 A liquor exhibitor/agency may purchase, possess, display and sell samples of liquor. All liquor purchases must be placed with and coordinated through the licensee. Liquor licensees and their staff may not represent a liquor exhibitor at these events.
- 3.4 Products from all segments of the liquor industry may be offered for sale as follows:
- a) exhibitors may sell sample servings not to exceed the following:
    - i) beer - 112 ml (4 oz.);
    - ii) coolers/cider - 112 ml (4 oz.);
    - iii) wine - 56 ml (2 oz.);
    - iv) spirits - 14 ml (1/2 oz.); and
    - v) liqueurs - 14 ml (1/2 oz.).
  - b) samples may not be provided free of charge.
- 3.5 The licensee may collect an admission fee from the public and sell tickets to the public redeemable for food and liquor. The price of the tickets is set by the licensee. Other arrangements may be considered.
- 3.6 Site arrangements (including storage, floor plan, ticket sellers and security) made by the licensee must be approved by the AGLC.
- 3.7 The licensee is responsible for all liquor products on the licensed premises and must coordinate product orders on behalf of exhibitors from either:
- a) AGLC approved retail outlets; or
  - b) Class D Retail Liquor Store licensee authorized by the AGLC to operate on the licensed premises.

#### **4. THEATRE**

- 4.1 A Special Event Public Resale-Theatre licence may be issued for a live theatrical production, a film festival or similar event as approved by the AGLC.
- 4.2 In the case of a live theatrical production, liquor may be consumed in the lobby area, seating area or green room (room for performers when not required to be on stage).
- 4.3 In the case of a film festival, liquor may be consumed in the lobby area and the green room. Liquor may also be consumed in the seating area, if minors are prohibited.
- 4.4 In the case of a dinner theatre, liquor may be consumed within the main theatre seating area.
- 4.5 The theatrical production may be advertised to the public provided the service of liquor is not the primary emphasis of advertising.

#### **5. PUBLIC AUCTION**

- 5.1 A Special Event Public Resale-Auction licence may be issued for a public auction of liquor products (collection and/or estate) sponsored and managed by an applicant licensed in Alberta as an auction sales business under the Public Auctions Regulation.
- 5.2 When applying for a Special Event Public Resale-Auction licence, the auction sales business must provide the following documentation with its application:
- a) a copy of a valid auction licence;
  - b) the name, address and contact information of the owner/seller of the liquor products;

- c) a list of all liquor products proposed for sale at the auction;
- d) a signed declaration from the auction sales business and the seller/owner of the liquor products stating the following:
  - “We confirm that the liquor products proposed for sale have been legally acquired”;
- e) a signed declaration from the auction sales business stating the following:
  - “We remain solely responsible for the quality of the product; and we will indemnify and hold harmless the AGLC and its employees from and against any and all losses, damages, claims, demands, liabilities, costs and harm whatsoever arising out of any defects or other faults whatsoever with any of the products being auctioned”;
- f) proposed site arrangements (including storage and security) of the auction; and
- g) proposed date of the auction.

5.3 The auction may not take place in a Class A, B, C, D or E licensed premises.

5.4 The licensee must maintain a record of the name, address and contact information of each buyer of all liquor products for a minimum of one year and the record must be made available to the AGLC upon request.

5.5 The licensee cannot be the owner/seller of the liquor products.

## **6. GUIDELINES**

6.1 Removal of liquor from the event site is prohibited unless otherwise approved by the AGLC.

6.2 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.

6.3 It is recommended events considered to be adult oriented prohibit minors from attending.

## **7. FOOD FAIR GUIDELINES**

7.1 A fixed admission price which allows for the consumption of unlimited samples is prohibited.

7.2 A Public Resale-Commercial Food Fair licence may be issued authorizing the sale or provision of liquor for consumption off the licensed premises. The licensee may seek approval to establish a business arrangement with a retail liquor store licensee. If approved to operate on-site, the retail liquor store licensee must establish a standard business arrangement to govern product ordering and payment in an equitable manner for all exhibitors.