

A Public Resale Special Event Licence (SEL) may be issued for the possession, storage, 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 AGLC.

1. GENERAL

- 1.1 A Commercial Special Event Licence (SEL) is issued for events held by a corporation or an individual.
- 1.2 A Community SEL is issued for events held by the following:
 - 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; and
 - e) a company incorporated under Part 9 of the Companies Act.
- 1.3 Acceptable locations for a Public Resale SEL 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 (four feet);
 - d) bleachers or concourse area;
 - e) municipally approved public areas with the licensed area located within a tent or fenced area;
 - f) In the case of a live theatre production or film festival, the lobby, seating area or green room; and
 - g) other venues approved by AGLC.
- 1.4 Site arrangements (including storage, floor plan, ticket sellers and security) made by the licensee must be approved by AGLC.
- 1.5 Applicants are required to obtain approval or acknowledgement of the local police agency. Applicants that expect more than 200 patrons must also obtain the approval or acknowledgement of the following:
 - a) local fire department;
 - b) local health authority; and
 - c) local municipality may also be required. *(Added Mar 2019)*
- 1.6 All applicants, as part of the application process, must demonstrate their consideration of risks and risk mitigation strategies to the satisfaction of AGLC. *(Added Mar 2019)*
- 1.7 A Public Resale SEL for the primary purpose of having a bar or lounge is not permitted. *(Added Mar 2019)*
- 1.8 The licensee is responsible for ensuring compliance with all legislation, policies and requirements governing the sale and consumption of liquor.
- 1.9 All Public Resale Special Event licensees must comply with the SEL General Policies and Guidelines.

2. EVENT SAFETY *(Added Mar 2019)*

- 2.1 The licensee must provide a minimum of one (1) adult supervisor for every 50 patrons and one (1) for each entrance and exit unless otherwise approved by AGLC in advance of the event.

- 2.2 A Public Resale SEL licensee or the licensee's designate must be present at all times during the event. The licensee must provide written confirmation to AGLC identifying its designate(s). The designate(s) is responsible for ensuring compliance with all legislation, policies and requirements governing the sale, service and consumption of liquor.

3. LIQUOR AND FOOD SERVICE

- 3.1 The licensee must provide food items suitable for a light meal or snack. *(Added Mar 2019)*
- 3.2 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 AGLC to operate on the licensed premises.
- 3.3 Retail prices for liquor sold at a Public Resale SEL 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
- 3.4 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.
- 3.5 Free liquor specials or multiple drink specials are prohibited.
- 3.6 Notwithstanding section 3.5, a fixed admission price which allows for the consumption of unlimited tastings is permitted.
- 3.7 Exhibitors may sell or provide tasting servings not to exceed the following:
- a) beer - 112 ml (4 oz.);
 - b) coolers/cider - 112 ml (4 oz.);
 - c) wine - 56 ml (2 oz.);
 - d) spirits - 14 ml (1/2 oz.); and
 - e) liqueurs - 14 ml (1/2 oz.).
- 3.8 A liquor exhibitor/agency may purchase, possess, display and sell or provide tastings 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.

4. COMMERCIAL PUBLIC RESALE SEL

- 4.1 Applicants are required to provide a current Criminal Record Check from the RCMP or local police for the individual, or each director and shareholder of the applicant company.
- 4.2 All individuals involved in the sale or service of liquor (including ticket sellers) must successfully complete ProServe training before the event (excluding Public Auction events). See Section 1.6 of the [Licensee Handbook](#).
- 4.3 Security staff and all individuals who manage or supervise security staff are required to complete ProTect training prior to the event. See Section 1.7 of the [Licensee Handbook](#).

5. COMMUNITY PUBLIC RESALE SEL

- 5.1 The entity or organization conducting the community special event may designate another non-profit organization to obtain the special event licence for the operation of the liquor service. The entity or organization must provide written confirmation to AGLC identifying the designated organization. The

designated organization is responsible for ensuring compliance with all legislation, policies and requirements governing the sale, service and consumption.

- 5.2 Successful completion of ProServe training (see Section 1.6 of the Licensee Handbook) before the event (excluding Public Auction events) is required for:
- a) the licensee;
 - b) the licensee's designate(s); and
 - c) a minimum of one (1) bartender/server for every 100 patrons. *(Added Mar 2019)*
- 5.3 The AGLC may increase or decrease the requirements specified in Section 5.2c), based on the risk assessment completed by the applicant, as stated in Section 1.6. *(Added Mar 2019)*

6. PUBLIC AUCTION

- 6.1 A Commercial Public Resale SEL 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.
- 6.2 When applying for a Commercial Public Resale SEL to auction liquor products, 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: "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 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.
- 6.3 The auction may not take place in a Class A, B, C, D or E licensed premises.
- 6.4 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 AGLC upon request.
- 6.5 The licensee cannot be the owner/seller of the liquor products.

7. GUIDELINES

- 7.1 Licence hours may be split, with each time period followed by a maximum one (1) hour period to consume served drinks (e.g.: 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).
- 7.2 A Public Resale SEL 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.