

The University Site Policy regulates the availability of alcohol on University Campuses, and permission is required to bring, keep or consume

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Date	Start Time	Finish Time
Organisation or University Department		
Telephone	Email (if different to above)	

Is this a private# event or is it open to the public##?  Private  Public##

# Private event means that attendance is only possible by verbal or written invitation.

## Public event means that anyone can attend. Anyone supplying liquor to the public may be required to have a Permit irrespective of being for sale or not. All items in the "Sales or Supply of Alcohol" Section must be completed (see over)

Will alcohol be for sale\*?  Yes\*\*  No

\* Sale implies a charge or fee directly or indirectly through tickets, entrance fees, etc.  
 \*\* Sale implies a charge or fee directly or indirectly through tickets, entrance fees, etc.

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Who is responsible for catering? (eg. name of licenced caterer or business)

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- should liquor be available but not for sale.
- I note that at least one person is to have RSA qualifications at each point where alcohol is dispensed (bar).
- Please provide copies of the respective certificates.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Approval is given for conduct of the above function. Signed Position Date: \_\_\_\_\_

