



Application to provide alcohol on University premises



8/08/2016

This application form must be completed in conjunction with the Rules (refer Alcohol on Campus policy: <http://www.flinders.edu.au/ppmanual/governance/alcohol.cfm>) and submitted to the appropriate delegate of the University Council at least **fourteen days in advance of the proposed event**.

The delegates appointed by the Council are:

- Director, Buildings and Property Email: building.property@flinders.edu.au
- The Dean of the Flinders Housing in respect of Flinders Housing premises; and
- The General Manager of Flinders Campus Community Services (FCCS) in respect of sporting premises

Section 1: Applicant Details			
Applicant Name		Position:	
Contact email:		Phone Number:	
Host or event coordinator:		Contact Details:	
Name s) of proposed steward(s)	<i>refer to Rules for definition of steward– cannot be an undergraduate or postgraduate student</i>		
I have read and understood the By-laws and Rules relating to the consumption of alcohol on University premises and I confirm that all stewards understand their responsibilities under the University Rules			

Section 2: Proposed Event Details			
Event Location:			
Event Name:			
Date of Event:		Period of alcohol service:	From To
Is alcohol being sold at this event?		Is an entry charge or donation required?	
Who is providing the alcohol?:		Is this a recurrent event? If yes then state frequency:	
Profile of Attendees:	No. of staff		
	No. of post-graduate students		
	No. of undergraduate students		
	No. of external guests		
	Total attendees		

Section 3: Quantity and Types of Alcohol Details		
Note: as a guide, alcohol consumption should not exceed two standard drinks per person in the first hour and one standard drink per person per hour thereafter. Refer to the standard drinks guide attached to assist with calculations.		
Note: The organisers are required to supply at every function for which a permit has been granted a reasonable quantity of non-alcoholic drinks.		
Alcohol Details (No of bottles)	Non-alcoholic drinks	
	Light Beer	
	Full Strength Beer	
	Sparkling Wine	
	White Wine	
	Red Wine	
	Other(Specify)	

Section 4: Recommendation

Note: All applications must include a recommendation from the relevant Faculty General Manager (for Faculties and all School units) or Director of Division or other senior manager (for administrative divisions and units) or Club President or Executive (for clubs and societies).

Name		Position:	
Contact email:		Phone Number:	
I recommend that a permit to consume alcohol be granted for this function.			
Signature		Date	

Section 5: For Office Use Only-Authorisation Requirements

Note: This permit is granted on condition that the Rules relating to alcohol on University premises are strictly complied with. The Rules are available on the University's web site at <http://www.flinders.edu.au/ppmanual/alcohol/rules.html>

Council Delegate Name		Position:	
I hereby grant a permit to bring alcoholic liquor into the University premises and to consume it at the event and under the requirements stated in this application:			
Signature		Date	

Option	Circumstances-	Authorisation Requirements	Tick
A	No sale of liquor as defined by the <i>Liquor Licensing Act 1997</i>	No licence required- Calculated drinks per person fall within standard drinks guidelines	
B	Sale of liquor as defined by the <i>Liquor Licensing Act 1997</i> outside of Flinders University Special Circumstances Licence defined areas	Limited licence required-see Note 1 below	
C	Sale of liquor as defined by the <i>Liquor Licensing Act 1997</i> within Flinders University Special Circumstances Licence defined areas and classified as high risk event	<ul style="list-style-type: none"> • Suspension of Flinders Special Circumstances Licence-see Note 2 below • Limited licence required-see Note 1 below 	
D	Sale of liquor as defined by the <i>Liquor Licensing Act 1997</i> within Flinders University Special Circumstances Licence and alcohol supplied by Flinders University registered caterers	Flinders University Special Circumstances Licence-	
E	Application Declined	Application Declined	

Note 1: Apply for a Limited Licence for the event by completing an application form available at <http://www.cbs.sa.gov.au>- Liquor Apply on Line.

You must provide a copy of the Approved Limited Licence to Buildings and Property- Email: building.property@flinders.edu.au

When to lodge your application
 Small events - no later than 14 days before the event
 Large events - no later than 60 days before the event

Note 2: Flinders University will provide an authorised Suspension of Flinders Special Circumstances Licence form in support of your application.

For further information or queries regarding Limited Licence application see below.

limitedlicences@sa.gov.au	http://www.cbs.sa.gov.au	Ph:08 8226 8555
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STANDARD DRINKS GUIDE

Wine

Red wine (13% alc. vol)

1 x 750 ml bottle = 7.7 standard drinks
2 x 750 ml bottle = 15.4 standard drinks
3 x 750 ml bottle = 23.1 standard drinks
4 x 750 ml bottle = 30.8 standard drinks
5 x 750 ml bottle = 38.5 standard drinks
6 x 750 ml bottle = 46.2 standard drinks
7 x 750 ml bottle = 53.9 standard drinks
8 x 750 ml bottle = 61.6 standard drinks
9 x 750 ml bottle = 69.3 standard drinks
10 x 750 ml bottle = 77.0 standard drinks

4 litre cask = 41 standard drinks

White wine (11.5% alc. vol)

1 x 750 ml bottle = 6.8 standard drinks
2 x 750 ml bottle = 13.6 standard drinks
3 x 750 ml bottle = 20.4 standard drinks
4 x 750 ml bottle = 27.2 standard drinks
5 x 750 ml bottle = 34.0 standard drinks
6 x 750 ml bottle = 40.8 standard drinks
7 x 750 ml bottle = 47.6 standard drinks
8 x 750 ml bottle = 54.4 standard drinks
9 x 750 ml bottle = 61.2 standard drinks
10 x 750 ml bottle = 68.0 standard drinks

4 litre cask = 36 standard drinks

Champagne (12% alc. vol)

1 x 750 ml bottle = 7.1 standard drinks
2 x 750 ml bottle = 14.2 standard drinks
3 x 750 ml bottle = 21.3 standard drinks
4 x 750 ml bottle = 28.4 standard drinks
5 x 750 ml bottle = 35.5 standard drinks
6 x 750 ml bottle = 42.6 standard drinks
7 x 750 ml bottle = 49.7 standard drinks
8 x 750 ml bottle = 56.8 standard drinks
9 x 750 ml bottle = 63.9 standard drinks
10 x 750 ml bottle = 71.0 standard drinks

Beer

Full strength (4.8% alc. vol)

375 ml bottle or can = 1.4 standard drinks
6 x 375 ml bottle or can = 8.4 standard drinks
24 x 375 ml carton = 34 standard drinks

Light strength (2.7% alc. vol)

375 ml bottle or can = 0.8 standard drinks
6 x 375 ml bottle or can = 4.8 standard drinks
24 x 375 ml carton = 19 standard drinks

(Source: Australian Government, Department of Health and Ageing Standard Drinks Guide – www.alcohol.gov.au)