

**POLICY: ALCOHOL**

**SECTION: II – General Policies – Miscellaneous**

**MOTION#/DATE: 02 – – September 23, 2002**

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Groups intending to serve alcohol on Library premises are required to:

- obtain prior permission from a designated representative of the Library;
- secure a Special Occasion Permit from the Liquor Control Board of Ontario;
- have sufficient security on duty obtained through the Library; and
- abide by the procedures and regulations of the Liquor License Act.

The individuals serving alcohol must provide documentation that they have completed the Smart Serve Training Program.

The permit holders for all Special Occasion Permit events taking place in the Library (except where the event is a bona fide Toronto Public Library corporate occasion) are required to obtain third party liability insurance which sets a \$2,000,000 minimum per occurrence limit, or an amount set by the Library, and identifies the Library as an additional insured with respect to the permitted event.