

# ClubPac Curling Liquor Liability Questionnaire

Club Name: \_\_\_\_\_

Policy Number: CCP \_\_\_\_\_

Date: \_\_\_\_\_

The courts in Canada are moving more and more to find Liquor Servers responsible for the actions of intoxicated patrons. Provincial licensing regulations impose a VERY heavy duty of care upon the license holder not only to control the service and consumption of alcoholic beverages but also to ensure the safety of impaired patrons and third parties.

In the past couple of years, golf clubs have been found partially responsible for deaths and injuries to a number of individuals as a result of alcohol served at the club. The problems of monitoring and control of alcohol consumption have been significantly increased by the legalizing and popularity of "on course" beverage service.

**1.) Does your club hold a Liquor Service License ?** Yes  No

If yes:

a.) Are all liquor service staff 18 years of age or older ? Yes  No

b.) Are all liquor service staff certified by one of the approved programs ? Yes  No   
     "Smart Serve" Yes  No   
     "Serving It Right" Yes  No   
     "It's Good Business" Yes  No   
     Other \_\_\_\_\_ Yes  No

c.) Who is certified ? Yes  No   
     General Manager - Yes  No   
     Bar Manager/supervisor - Yes  No   
     Bartenders - Yes  No   
     Servers - Yes  No   
     Other staff - Yes  No

d.) Do you check ID for all patrons who appear under the age of 25 years ? Yes  No

e.) Do you have a WRITTEN liquor service policy statement ? Yes  No   
     - Is it prominently posted ? Yes  No

f.) Do you have WRITTEN liquor consumption rules and regulations ? Yes  No   
     - Are the rules of service prominently posted ? Yes  No

g.) Are staff/employees given the clear written authority & duty to impose and enforce these rules without exception ? Yes  No

- Does it include procedures to: Yes  No   
     - Deny entry to impaired or underage patrons Yes  No   
     - Handle a new arrival already impaired Yes  No   
     - Handle abusive or disruptive patrons Yes  No   
     - Handle abusive members Yes  No

- Handle abusive event sponsors Yes  No
- Handle violent or fighting patrons Yes  No
- Handle intoxicated patrons wishing to leave alone or drive. Yes  No

- h.) Are all staff aware of their Legal Obligations to:
- Not encourage intoxication Yes  No
  - Not supply liquor which causes intoxication Yes  No
  - Monitor & supervise patrons' consumption of alcohol Yes  No
  - Control patrons' consumption of alcohol Yes  No
  - Recognize & notice intoxication in patrons Yes  No
  - Cease to serve intoxicated patrons Yes  No
  - Take appropriate steps to prevent intoxicated patrons from leaving the premises unaccompanied and/or driving. Yes  No

i.) Are all staff aware of their Legal Obligations to "care for" intoxicated patrons ? Yes  No

j.) Does the club have a "Guest Consumption Rating System" in place Yes  No

k.) Does the club have "anti-impairment" programs in place; Designated drivers ; free taxis  ; staff valet service for vehicles home ; overnight accommodation ; other  \_\_\_\_\_ Yes  No

- How are patrons made aware of these services \_\_\_\_\_  
\_\_\_\_\_

l.) Are server staff required to file written Incident Reports ? Yes  No

m.) Does the club prohibit consumption of alcohol provided at tournaments & other functions as prizes or giveaways ? Yes  No

- How is it controlled ? \_\_\_\_\_  
\_\_\_\_\_

n.) Does the club prohibit the consumption of privately supplied alcoholic beverages ? Yes  No

**2.) Does your club rent space to private functions operating under a "Special Event Permit" ? Yes  No**

If Yes:

a.) Do you require a copy of the event license as part of your contract ? Yes  No

b.) Do you require that all serving staff be certified ? Yes  No

c.) Do you require that the private function follow all of your regular rules, regulations and practices? Yes  No

d.) Do you require the lessee to provide "Proof of Liability Insurance" and name the club as an Additional Insured ? Yes  No

e.) Do you provide supervision to ensure that intoxicated patrons are properly prevented from leaving unattended and/or driving ? Yes  No

**3.) Does your club allow / host events with “Cash Bar” or “Open Bar” service? Yes  No**

If yes:

a.) How you do meet the legal obligations to “Monitor” consumption ? \_\_\_\_\_

\_\_\_\_\_

b.) How do you meet the legal obligations to “Control & Limit” consumption ? \_\_\_\_\_

\_\_\_\_\_

**5.) Have you ever had your liquor license suspended or cancelled or been cited for violations by your provincial authority ?**

Yes

If yes provide details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I declare that to the best of my knowledge, all the information provided on this questionnaire is true and complete and that these statements are the declarations upon which insurance coverage is provided. I understand that material changes must be reported to the underwriters immediately. Signing this form does not bind the applicant or the Insurer to complete the Insurance.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of an Officer of the Insured if a corporation, or the owner/partner

\_\_\_\_\_  
Title

Please attach Copies of:

- a.) Your Liquor Service Policy Statement
- b.) Your Liquor Service Rules and Regulations
- c.) Your Staff/Employee Procedures and Authorities statement
- d.) Your Incident Report Form
- e.) Your Event / Sponsor Agreement

Additional information and a list of the Provincial authorities and Responsible Server training organizations in each province are available through the Canadian Tourism Human Resource Council website at [www.CTHRC.ca](http://www.CTHRC.ca).