

## AUTHORISATION TO SELL ALCOHOL

Name of Premises		Premises Licence Holder	
Address of Premises			
Name of DPS <sup>1</sup>		DPS <sup>1</sup> Tel. No.	
Name of PLH <sup>2</sup>		PLH <sup>2</sup> Tel. No.	

The following people are authorised by the Designated Premises Supervisor (DPS) / Personal Licence Holder (PLH) to sell alcohol under the guidance of the Licensing Act 2003, within the terms and conditions of the premises licence and in accordance with the training they have been given. The authorisation is withdrawn when employment is terminated.

Employee Name	Date of Authorisation	Duration of Authorisation	Employee Signature	DPS <sup>1</sup> / PLH <sup>2</sup> Signature
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		
		months		

<sup>1</sup>Designated Premises Supervisor / <sup>2</sup>Personal Licence Holder

This form should be used in conjunction with Employee Training Records and not as a replacement for them. All employees must undergo suitable levels of training highlighting their responsibility under the Licensing Act 2003 and their role in promoting the Licensing Objectives.