



To: Principals, Deans, Academic Directors and Chairs

Professional and Managerial Group

From: Catherine Riggall , Vice President, Business Affairs

Re: Beverage service on the St. George campus and our responsibilities under the Liquor License Act

It is at this time of year that a reminder about "rules" associated with lawful, responsible service of alcohol is least likely to be welcomed, but it is also the time of year when most violations of these rules occur. In my capacity as the license holder for the St. George campus liquor license, I am writing this memorandum to remind you of our responsibilities under the Liquor License Act and the University's own Alcohol Policy.

By having a liquor license - and an Alcohol Policy - the University of Toronto takes on certain responsibilities, among which are:

A requirement that all alcohol served be purchased through the licensee; in the case of the St. George campus, this is the Beverage Services department.

A requirement that events where alcohol is served meet applicable criteria, such as: control of occupancy, acceptable physical conditions (e.g., sufficient exit capacity, lack of trip hazards), availability of non-alcoholic beverages and food, where applicable .A requirement that service staff be trained under the University's own Server Training program .A requirement that controls be in place to ensure that persons not legally entitled to consume alcohol (intoxicated persons, or persons under the age of 19) do not do so.

Failure to comply with the Liquor License Act can result in penalties, including substantial fines and the suspension or revocation of liquor license privileges, not just for the department or faculty that contravenes the Act, but for the whole campus.

Campus Beverage Service is a department which operates on the St. George campus to ensure that all events comply with the Act and our Alcohol Policy, and as a result, this department must provide all alcohol served on campus (with the exception of Hart House and GSU). It is also a department that employs professional, dependable staff that will ensure that your event is successful. They can be reached at 416-978-6415, or through the University web site under "Beverage Services". Please ensure that this information is circulated widely in your area.