

## MODEL YARMOUTH ALCOHOL POLICY

The service of alcoholic beverages in the United States is a licensed privilege which brings with it responsibilities both for the server and the licensee.

We are charged with the responsibility of using care in hiring and training employees who will be directly or indirectly involved in the service of alcoholic beverages. We exercise this responsibility by screening potential applicants carefully to try to make certain that they are both mature and conscientious, and by providing the training we feel is necessary to assure that those persons hired have a complete understanding of the alcohol products they are selling and serving, and the potential effects of that service on the customers.

You were hired as a server or bartender because we believe that you are a mature, conscientious individual who will exercise responsibility in the service of alcoholic beverages to the public. We will make every effort to educate you as completely as possible regarding our responsibilities and your responsibilities.

The training you receive will take many forms. This manual is one of them. Additionally, you will be provided with updated material from various sources as it becomes available, and will be required to attend in-house seminars and alcohol server meetings from time to time to familiarize your-self with new material as it becomes available.

Within fourteen (14) days of hire, all alcohol servers, managers, supervisors and bartenders are required to complete one of the alcoholic beverage serve training programs approved by the town of Yarmouth. Approved programs are:

- Training and Intervention Procedures for Servers of Alcohol (“TIPS”);
- Techniques of Alcohol Management (“TAMS”);
- ServSafe Alcohol; and,
- The Alcohol Intervention Methods (“AIM”) Program.

We expect that you familiarize yourself completely with this manual and with **ALL** other information provided in the future.

### **WE STRESS RESPONSIBLE ALCOHOL SERVICE!!!**

The Courts and the Legislature have placed great responsibilities on persons who serve alcoholic beverage. These responsibilities apply not only to your employer, \_\_\_\_\_ (establishment’s name) , but to YOU as the server or bartender.

Simply put, your responsibilities fall into two categories:

**SALE, DELIVERY OR FURNISHING ALCOHOL TO MINORS- YOU and the**

ESTABLISHMENT may be responsible under both CRIMINAL and CIVIL statutes for serving a person who is under the legal drinking age.

IF YOU SELL OR DELIVER ALCOHOL TO INTOXICATED PERSONS-YOU and this ESTABLISHMENT may be responsible under both CRIMINAL and CIVIL statutes for serving a person whom you knew or should have known was intoxicated.

Both of these issues will be discussed in some detail in this manual. But...simply put...your responsibilities are as follows:

1. When in doubt...obtain proper identification from a patron proving that he or she is of legal age. The valid forms of identification are a valid Picture Driver's License or Liquor Identification Card or Identification Card issued by the Massachusetts Registry of Motor Vehicles, or a passport or military ID.
2. Do not serve any person who appears to be intoxicated, regardless of whether or not the patron became under the influence in our restaurant or came into our establishment in that condition. If you have any doubt, refuse service until you have consulted a Manager-On-Duty .

### **OUR POLICY ON ID'S.**

It is imperative that you be familiar with each and every one of these policies and follow them to the letter. They were devised as ways to prevent a very serious violation of the law...SERVING A MINOR!

#### **WHO IS A MINOR? THE DRINKING AGE IS 21 YEARS OLD!**

1. Proper proof of age is to be required of ALL customers who appear to be under the age of 40. It may sound silly, but card anyone who doesn't have wrinkles. The only acceptable forms of identification are:
  - a. A valid driver's license with photo. MASSACHUSETTS ONLY!  
(Remember... out of state driver licenses only count if the person is over 21!)
  - b. Massachusetts Registry of Motor vehicles non-driver
    - i. Liquor ID Card; or,
    - ii. Identification Card.
  - c. A valid passport from USA or a country the USA recognizes.
  - d. Military ID.
2. A duplicate driver's license must be accompanied by at least two other pieces of valid identification, (time sensitive and not expired) such as a credit card, Social Security card, etc.