

**The Club Constitution/
Rules, in partnership with
a liquor licence, defines
how a club may trade.**

**The Constitution/Rules must
make provision for:**

- the objects of the club;
- the proper management of the club;
- applications for club membership;
- subscription fees;
- register of members;
- categories of membership; and
- juveniles (if junior membership).

Changes to the constitution **must**
have the prior approval of the
Director of Liquor Licensing

Check out the Director's policy
"club constitutions" on our website
www.rgl.wa.gov.au

www.rgl.wa.gov.au

Our website is an excellent source of
information for licensees. You can find:

All application kits

Approved forms for Incident Register

[http://www.rgl.wa.gov.au/ResourceFiles/Policies/
Incident_Register_Approved_Form.pdf](http://www.rgl.wa.gov.au/ResourceFiles/Policies/Incident_Register_Approved_Form.pdf)

Approved forms for Training Register

[http://www.rgl.wa.gov.au/ResourceFiles/Policies/
Mandatory_Training_Register_for_Licensees.pdf](http://www.rgl.wa.gov.au/ResourceFiles/Policies/Mandatory_Training_Register_for_Licensees.pdf)

**A list of approved training providers and
their contact details**

Director's Policies

Our current fees and charges

Liquor News



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LIQUOR LICENSING FOR CLUBS

Liquor Control Act 1988



**CLUB CONSTITUTIONS
CLUB TRADING OPTIONS
JUVENILES**

To Be Read In Conjunction With:

General Requirements For Licensees

Did you know...

All applications for membership to become an ordinary member must be posted on a notice board for seven days before election, and at least two weeks must pass between nomination and election

Liquor sales are permitted:

- To club members and up to five guests in the company of those club members.
- To club members and guests (without limitation as to the number of guests):
 - ancillary to a meal supplied by or at the club and prior notice was given to the club in accordance with the approved constitution; and
 - at a function held by or on behalf of a member and at the member's expense in accordance with the approved constitution.

Under a club/club restricted licence, the sale of liquor is secondary to the primary objects of the club.

Extended Trading Permits may be used to:

- Increase trading hours for an occasion or function;
- Increase trading area for an occasion or function; and
- Hold a function for non members (12 per calendar year).

An Associations Permit will:

- Allow the sale of liquor to members of another association who has a common interest with the licensed club; and
- Allow the sale of liquor to up to five guests of the associated club members in the company of those members.

Venue Hire

If the lease agreement permits, a club may hire out all or part of the premises.

The club may choose to impose conditions on the venue hire that specify where people can consume liquor.

If an occasional liquor licence applies over part/all of the venue, the onus is on the occasional licence holder to abide by the legislation and occasional liquor licence conditions.

If the club is trading on this occasion, the club must adhere to their licence conditions.

If the club is not trading on this occasion, the onus is on the club to prove that they are not trading on this occasion

A guest sign-in register is not a requirement under the *Liquor Control Act 1988*.

Many clubs choose to use a sign-in register to ensure they trade within their licence conditions.

Juveniles

- Unaccompanied juveniles are permitted to enter or remain on licensed club premises where:
 - It does not contravene the constitution or rules of the club;
 - It is permitted, expressly or by implication, by the committee of the club; and
 - It does not contravene a condition of the licence.
- Where juveniles are permitted on licensed premises, it is not an offence to serve a juvenile soft drink or snacks over the bar, however, the club may choose to implement house management practices to limit juvenile access to the bar or licensed area.