

# HOUSE POLICY ON MINORS

- Everyone must be carded if she/he appears to be under age 30.
- Everyone must be 21 in order to be seated in the bar area.
- Minors must be with a parent, court appointed legal guardian or under proper supervision.
- Everyone at table should be carded when a pitcher is served.
- Legally acceptable ID's are a valid photo identifications: driver's license, ID card, passport, passport card, military ID.
- Complete Incident Documentation Form every time you refuse service to minors.

## What do I supposed to do?

- Ask for proper ID from any patron who appears to be age **30** or under.
- ID must be valid and contain the holder's photograph.
- Server should use the FEAR method of carding to check the information.
- Server should use an ID checking guide to compare all out of state IDs.
- Server should fill out a Declaration of Age Card for each patron who was carded.
- Server should document anytime a patron is refused service and notify the Manager on Duty.
- \* Management will be available to assist a server with a questionable ID at all times.

## Who is supposed to do it?

- The server directly responsible for serving the beverage to the customer should ask for proper ID.
- On weekends and nights of entertainment, the doorperson will be initially responsible for checking patrons' IDs.
- However, the server should ask to see the ID again anytime they are in question of a patrons' age.
- Ultimately, the server is legally responsible for the service of alcohol.

## When do I suppose to do it?

- The doorperson will ask for ID before allowing the patron to enter the premises.
- The server will ask for ID when the patron orders an alcoholic beverage.
- In the bar area, the server will ask for ID as soon as the patrons enter.

# Where do I get help?

• Anyone responsible for checking IDs can ask for Management backup at any time.

# What are the incentives/consequences for following/not following this house policy?

- Any employee who fails to stop service to a minor will be subject to immediate termination.
- Employee may also receive fines exceeding \$1,000 from the PA State Police, Liquor Control Enforcement.
- The employee may also be involved in a Civil Liability Lawsuit.

## What would you like the public to know about our house policy regarding Minors?

• Anyone who appears to be under age 30, will be carded.