



Alcohol – liquor licence

Do I need a liquor licence?

If alcohol is present at your event, you may need a liquor licence to be compliant with State Regulations. This applies for selling, supplying or BYO.

The Victorian Commission for Gambling and Liquor Regulation (VCGLR) will make the decision if a liquor licence is required. Contact them through this website link <https://www.vcglr.vic.gov.au/contact-us> or phone 1300182 457

How do I apply for a liquor licence

Applications for a liquor licence need to be made online directly to VCGLR - <https://www.vcglr.vic.gov.au/i-want/get-new-licence> or phone 1300 182 457

What do I tel VCGLR when I enquire/apply?

- Provide a description of your event – what it is, why you are holding it, when it is happening, where it will be held, how many attending and the times it will be occurring;
- Which community group/club you are producing the event for;
- Provide details on what alcohol will be present – are you selling, will people be bringing their own, will you be giving it away or is it part of a fundraiser?
- How will the alcohol be served - plastic, glass, cans;
- Upon application you will need to provide a plan of your proposed event site, including the areas where alcohol can be consumed. Information on how to do this can be found here: https://www.vcglr.vic.gov.au/sites/default/files/uploadLiquor_licensing_fact_sheet_-_Plans_for_temporary_limited_licences.pdf

Relevant legislation

- The Liquor Control Reform Act 1998;
- Liquor Control Reform Regulations.

Supply to Council

- Copy of your liquor licence;
- Or confirm in writing why one is not required (Council may confirm with VCGLR or police);

For more information contact ASSIST

☎ 03 9209 6777 🌐 www.portphillip.vic.gov.au/contact_us.htm

- Include locations of free drinking water and red line (area where alcohol can be consumed) on your site map.

Contacts

VCGLR

W: <https://www.vcglr.vic.gov.au/>

P: 1300 182 457

E: contact@vcglr.vic.gov.au

Events Services

E: eventpermits@portphillip.vic.gov.au

P: 9209 6326

P: 9209 6320