

**2018 ALCOHOL SERVICE TRAINING CERTIFICATION**  
**ACKNOWLEDGEMENT FORM**

I hereby certify that on the date indicated below, I have completed the Company's alcohol service training, which included instruction regarding the legal responsibility that both individuals and the Company have when serving alcohol, acceptable forms of identification, signs of intoxication, and refusing or discontinuing the service of alcohol. I was given the opportunity to ask questions, had my questions answered and I understood the training content. I understand that the following violations of the Company's Alcohol Service Policy will result in

**immediate termination**, even for a single infraction:

- Serving a visibly intoxicated person;
- Serving a minor;
- Refilling or rehashing a cup;
- Violation of the following unit service rules:

# of alcoholic drinks allowed per patron per valid ID:           Two (2)

Hours of alcohol sale: *(varies by department & position, check with your manager for service times)*

Concessions & In-Seat   Gates until beginning of the 4<sup>th</sup> quarter

Suites   Gates until the end of the game

Club & Inclusive   Gates until 1 hour after end of game

Restaurant   Posted hours of service

Johnsonville Tailgate Village   4 hours prior to the game until 1 hour after the end of the game

- Any other violation of law.

I understand that the following violations will result in an **indefinite counseling and retraining** or, where an associate has a previous history of disciplinary action, may result in termination:

- Failure to ask for proper proof of age (not resulting in service to a minor);
- Failure to use the required company provided, department specific measure control device for all liquor drinks, resulting in long pour/over pour/straight pour;
- Failure to adhere to the department specific liquor pouring guidelines (ex. 1.25 oz. of alcohol/single drink in concessions. 1.25 oz./single drink and 2.5 oz./double in Club, Catering & Inclusive);
- Any other violation of the Company's Alcohol Service Policy or unit service rules.

By signing below, I hereby certify that I: (a) understand and agreed to abide by the Company's Alcohol Service Policy; and (b) understand I will be disciplined according to the company's Alcohol Service Discipline Policy for failing to comply with the Alcohol Service Policy as indicated above, up to and including termination

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Name of Volunteer Group, if applicable**

**Attachment: Unit service rules on reverse [Note: approval by Business President]**

## **DELAWARE NORTH SPORTSERVICE AT LAMBEAU FIELD: ALCOHOL SERVICE RULES**

The Company is committed to the responsible service of alcoholic beverages. In accordance with this commitment, all individuals serving alcohol on behalf of the Company are required to abide by the following Alcohol Service Rules.

1. The Company's Alcohol Service Policy is a zero tolerance policy. Any associate violating the Alcohol Service Policy, including the Alcohol Service Rules, will face disciplinary action up to and including termination.
2. No individuals serving alcoholic beverages on behalf of the Company shall serve alcoholic beverages to any guest who is visibly intoxicated (i.e. poor coordination, slurred speech, etc.). Furthermore, a supervisor, security, alcohol compliance team, and/or a manager shall be notified when a guest appears to be visibly intoxicated.
3. No individual shall serve alcoholic beverages to anyone under the age of 21 years. No one under 21 years of age shall be served alcoholic beverages, regardless of whether the individual is accompanied by his or her parent, guardian or spouse.
4. All individuals serving alcoholic beverages on behalf of the Company shall carefully check the identification of all individuals seeking to purchase alcoholic beverages who appear to be under the age of 40 years old.
  - a. Acceptable forms of identification are as follows:
    - i. Valid WI Driver's License or State I.D. card with photo
    - ii. Valid Driver's License from any state
    - iii. Military I.D. containing photo and date of birth
    - iv. U.S. or foreign passport or passport card
    - v. Canadian Government Issued I.D. card with photo
  - b. The identification presented shall be carefully examined at the time of each purchase to determine and confirm its authenticity (including the expiration date, date of birth, name, height, and photograph).
  - c. Service shall be denied to any guest who is unable to produce an acceptable, authentic identification demonstrating he or she is at least 21 years of age or older.
  - d. Identification shall be requested from each individual in a group or party seeking to purchase alcoholic beverages.
5. No individuals serving alcoholic beverages on behalf of the Company shall serve more than two (2) alcoholic beverages to a single patron at any one time. This service limit may be lowered for any given event (i.e. specialty events such as concerts) so please refer to the Daily Alcohol Service Policy Acknowledgement Form you are required to sign prior to each event.
  - a. Liquor must be poured consistent with the Company policy of 1.25 oz. of alcohol per single drink (1 shot/pour) in Concessions and 1.25 oz. single/2.5 oz. double in Catering, Club and Inclusive. Doubles are permitted in all departments, except Concessions. For the purpose of this rule only, a double liquor drink is considered one (1) drink.
  - b. Use of a Posi-Pour spout or other company provided (department specific) portion control device is mandatory when pouring all liquor. No straight pouring or long pouring is permitted. The quantity standards above must be strictly followed or associates will be subject to disciplinary action.
6. No individuals serving alcoholic beverages on behalf of the Company shall serve an alcoholic beverage outside the set hours of service.
  - a. The set hours of service are: from gates until the beginning of the 4<sup>th</sup> quarter for Concessions & In-Seat.
  - b. If the hours of service vary, please insert exceptions here:
    - i. Club an Inclusive may serve until 1 hour after the end of the game.
    - ii. Suites may serve until the end of the game.
7. No individual serving alcohol on behalf of the Company shall rehash or refill a customer's cup.
8. No individual shall consume alcoholic beverages prior to reporting for his/her work shift, during his/her work shift, or after his/her work shift. For additional information, please see Policy 245.20 addressing the Unauthorized Use of Drugs and/or Alcohol.
9. All individuals serving alcoholic beverages on behalf of the Company must complete the mandatory alcohol service training upon hiring (prior to serving alcohol on behalf of the Company) and annually thereafter. Alcohol service training will be, at a minimum, the Delaware North Alcohol Management Program, The TIPS Program; the TEAM Program, or a State Alcohol Management Program. These programs must be approved by the RVP. Each individual shall sign the Alcohol Service Training Certification Acknowledgement Form upon the completion of training.