FUTURE TEMPLE

Responsible Alcohol Sales, Age Verification & Age Verification Policy

Policy owner: Cataco Ltd trading as Future Temple
Version: 1.1
Date: 01/10/26

Review: Periodically and following any significant change to licensing arrangements, legislation or venue operations.

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1. Purpose and Scope

Future Temple is committed to the responsible sale and supply of alcohol and to promoting the four licensing objectives under the Licensing Act 2003, including the protection of children from harm.

This policy sets out Future Temple's approach to:

- responsible alcohol sales and age verification;
- children and young people attending the venue;
- children and young people attending suitable events;
- proxy purchasing and the supply of alcohol to under-18s;
- alcohol-free drinks and alcohol-alternative products;
- intoxication, refusals and incident recording; and
- staff, management and TEN Premises User responsibilities.

This policy applies to all Future Temple events where alcohol is sold or supplied, including public events, private hires and events operating under a Temporary Event Notice (TEN).

Private events do not exempt guests, parents, guardians, event organisers or Future Temple staff from licensing law or Future Temple's own policies.

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2. Challenge 25 and Age Verification

Future Temple operates a Challenge 25 policy.

Any person who appears to be under the age of 25 and wishes to purchase alcohol must provide acceptable proof that they are aged 18 or over.

Where satisfactory proof of age cannot be provided, alcohol will not be sold or supplied.

No acceptable ID = no alcohol.

Staff should not be concerned about causing offence by requesting identification. Age verification is a normal part of Future Temple's responsible alcohol retailing procedures.

Acceptable identification

Future Temple accepts appropriate photographic proof of age, including:

- a valid passport;
- a valid photocard driving licence; or
- a recognised proof-of-age card carrying the PASS hologram.

Identification must enable staff to verify the holder's photograph and date of birth.

Photographs, screenshots or copies of identification will not normally be accepted in place of the original document.

Where staff have reasonable concerns about the authenticity of identification, whether it belongs to the person presenting it, or whether the person is aged 18 or over, service must be refused and the matter escalated to the Bar Manager or Event Manager where necessary.

Appropriate Challenge 25 signage should be displayed at the bar and/or point of sale whenever alcohol is being sold.

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3. Children and Young People

Future Temple is primarily an 18+ venue. We do not accept bookings for 18th birthday parties or events primarily intended for persons under 18.

At certain suitable events, under-18s may be admitted at Future Temple management's discretion, provided they are accompanied and supervised by a responsible adult aged 18 or over. Under-18s must leave the premises by 20:00.

Club nights and late-night electronic music events are 18+ only unless Future Temple has expressly designated a particular event otherwise.

Where under-18s are permitted:

- They must be accompanied and appropriately supervised by a responsible adult aged 18 or over;
- the responsible adult must remain on the premises while the under-18 is present;
- under-18s must leave the premises by 20:00;

- no person under 18 may purchase, consume or be supplied with alcohol;
- adults must not purchase or supply alcohol for an under-18;
- parental or guardian permission does not override Future Temple's alcohol policy; and
- Future Temple may impose additional age restrictions, supervision requirements or earlier departure times where appropriate.

The admission of under-18s to one event does not imply that they will be admitted to other Future Temple events.

4. Proxy Purchasing and Supply of Alcohol to Under-18s

Future Temple will not knowingly sell or supply alcohol to a person under 18 or facilitate the purchase or supply of alcohol for them.

Parental or guardian permission does not override this policy.

This applies equally to parents, guardians, relatives, friends, partners and other guests.

Where staff reasonably believe that an adult is attempting to purchase alcohol for an under-18, the sale must be refused.

Where staff observe an adult passing or supplying alcohol to an under-18, they should intervene promptly and courteously. The alcoholic drink may be removed and the matter escalated to the Bar Manager or Event Manager.

Repeated or deliberate attempts to circumvent this policy may result in refusal of further alcohol service and, where necessary, the individuals involved being required to leave the event.

Significant incidents must be recorded.

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5. Mocktails and Alcohol-Free Products

Under-18s may purchase and consume:

- soft drinks;
- juices;
- water; and
- house-made mocktails containing no alcohol.

Mocktails must be prepared carefully to ensure that no alcoholic ingredient is accidentally included. Where alcoholic and non-alcoholic versions of the same drink are available, staff must take particular care to distinguish between them during preparation and service.

0.0% and alcohol-alternative products

As a Future Temple house policy, products presented or marketed as substitutes for alcoholic drinks will be treated as age-restricted products even where their alcohol content would not legally make them subject to the same restriction as alcoholic drinks.

This includes 0.0% or alcohol-free beer, cider, wine, spirits and similar branded alcohol alternatives.

Future Temple will only sell or supply these products to guests who have satisfied the venue's 18+ age-verification requirements.

This is a Future Temple house policy intended to provide clarity for staff, avoid confusion at events where under-18s are present and support responsible operation. It should not be represented to customers as a statutory prohibition where one does not apply.

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6. Intoxication, Refusals and Incidents

Being aged 18 or over does not automatically entitle a person to be served alcohol.

Future Temple staff must not sell alcohol to a person who is drunk and should remain alert to signs of intoxication.

Staff may:

- slow or stop alcohol service;
- offer water or non-alcoholic alternatives;
- refuse further alcohol service; and
- escalate concerns to the Bar Manager or Event Manager.

No member of staff will be criticised for making a reasonable decision to refuse an alcohol sale in good faith.

If in doubt, do not make the sale.

Future Temple will maintain an appropriate record of significant alcohol-service refusals and incidents, including where relevant:

- lack of acceptable proof of age;
- suspected false or borrowed identification;
- suspected proxy purchasing;
- alcohol being supplied to an under-18;
- attempted wristband transfer or misuse;
- refusal due to intoxication;
- refusal or restriction under an event-specific alcohol-purchase control; and
- repeated attempts to obtain alcohol following an earlier refusal.

The record should include, where appropriate, the date and approximate time, reason for the refusal or intervention, brief details of what occurred, action taken and member of staff involved.

Personal information should only be recorded where necessary and appropriate.

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7. Private Hire and Event-Specific Requirements

Future Temple does not accept private hire bookings for 18th birthday parties or events primarily intended for persons under 18.

Where Future Temple agrees that under-18s may attend another type of private event, the organiser must be informed in advance of the relevant requirements of this policy, including that:

- all under-18s must be accompanied and appropriately supervised by a responsible adult;
- under-18s must leave the premises by 20:00;
- under-18s must not purchase, consume or be supplied with alcohol;
- adults must not purchase or supply alcohol for under-18s;
- Future Temple operates Challenge 25;
- Future Temple's house policy restricts 0.0% and alcohol-alternative products to verified 18+ guests; and

- Future Temple staff retain final responsibility for deciding whether alcohol will be served.

The event organiser must inform Future Temple in advance if under-18s are expected to attend.

Future Temple may impose additional age restrictions, supervision requirements, earlier departure times or alcohol-service controls according to the nature and risk profile of the event.

Relevant requirements should be incorporated into Future Temple's private hire terms or communicated to the organiser in writing before the event.

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8. Staff, Management and TEN Responsibilities

Staff responsibilities

All staff involved in alcohol service or event supervision must understand the parts of this policy relevant to their role.

Staff are expected to:

- apply Challenge 25 and understand acceptable forms of identification;
- understand any event-specific wristband, age or alcohol-purchase controls;
- refuse alcohol service to under-18s;
- remain alert to proxy purchasing and intervene where alcohol is supplied to an under-18;
- refuse service to intoxicated customers;
- understand Future Temple's mocktail and 0.0% policies;
- record and report significant refusals or incidents; and
- seek assistance from the Bar Manager or Event Manager where uncertain.

If in doubt, don't make the sale.

Staff involved in alcohol sales must receive an appropriate briefing before undertaking bar duties. Where event-specific controls apply, these must form part of the pre-event briefing.

A record should be maintained confirming that relevant staff have received and understood the briefing, including as a minimum:

Staff member | Date | Briefed by | Signature/confirmation

Refresher briefings should be provided periodically and whenever this policy, licensing arrangements or relevant operating procedures materially change.

Management and TEN Premises User responsibilities

The Future Temple Event Manager, Bar Manager and, where an event is authorised under a Temporary Event Notice (TEN), the TEN Premises User, are responsible for ensuring that the relevant requirements of this policy are understood and implemented.

Where Future Temple is operating under a TEN, the Premises User must ensure that the event is operated in accordance with the TEN and any applicable legal requirements, restrictions or conditions.

Before an event involving the sale or supply of alcohol, the Event Manager and/or TEN Premises User should ensure that appropriate arrangements are in place for:

- responsible alcohol service and Challenge 25;
- Challenge 25 signage;
- staff briefing and training records;
- event-specific age restrictions, under-18 supervision and arrangements to ensure under-18s leave by the applicable departure time;
- wristband or other age-verification controls where required;
- any event-specific alcohol-purchase limits;
- prevention of proxy purchasing;
- refusal of service to intoxicated customers;
- recording significant refusals and incidents;
- appropriate door and security arrangements;
- attendance and capacity management; and
- compliance with the applicable TEN, premises licence or other event-specific requirements.

The Bar Manager is responsible for ensuring that bar staff understand the alcohol-service requirements applicable to the event.

The Event Manager and TEN Premises User should ensure that relevant staff and contractors are briefed on event-specific licensing or safeguarding requirements before the event begins.

Where one person performs more than one of these roles, the responsibilities remain applicable.

Future Temple management and/or the TEN Premises User may introduce additional safeguards where circumstances require them.

Future Temple's core approach is simple: Challenge 25; no acceptable ID, no alcohol; no alcohol for under-18s; never knowingly facilitate proxy purchasing; never serve somebody who is drunk; and if in doubt, don't make the sale.