



Alcohol & Liquor Licences

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 if the alcohol is sold, supplied, or listed as “BYO”.

The Liquor Control Victoria (LCV) will make the decision if a liquor licence is required.

How do I apply for a liquor licence?

Applications for a liquor licence need to be made online directly to VLC through their [website](#). You can contact them for more information on 1300 182 457 or email them via contact@liquor.vic.gov.au.

What information do I provide VLC 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.

What do I need to supply to Council?

- Copy of your liquor licence
- Or confirm in writing why one is not required (Council may confirm with VLC or police)
- Include locations of free drinking water and red line (area where alcohol can be consumed) on your site map

What is the relevant legislation?

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

Who can I contact for more information?

Liquor Control Victoria

W: <https://www.vic.gov.au/liquor-licensing>

E: contact@liquor.vic.gov.au

P: 1300 182 457

City of Port Phillip Events Services

E: eventpermits@portphillip.vic.gov.au

P: 03 9209 6777