



Serving alcohol at SSE

Closed Company or need for Serving Permit?

To be able to serve strong beer, wine or spirits to the public, you need a serving permit. However, in some occasions, you may rely on Closed Company/"Slutet sällskap". Please read through the information below, to see what applies to your event. It is of high importance, in relation to the Alcohol Act, that all aspects are followed rigorously.

Serving Permit is not required if the serving:

- A.** Refers to a single occasion for pre-determined persons.
You as the organizer thus need to know in advance which people will be involved. Furthermore, it is required that there is a common interest or other substantive connection between the members in order for it to be a matter of a closed company.

- B.** Takes place without profit interest and at no other cost to the participants than the cost of purchasing the drinks.
Serving in the sense of the Alcohol Act occurs when someone provides spirits, wine or strong beer for a fee – including pre-paid tickets or invoiced. The size of the compensation does not matter.

- C.** Takes place in premises where there is no professional sale of alcoholic or soft drinks.
At SSE, the SASSE premises in the basement on Sveavägen 65, and Stora Salen on Holländargatan are premises where professional sale of alcoholic are served.

If all the points above are met, it is a **Closed Company** and you may purchase alcohol from Systembolaget or via your catering firm and serve to your guests. Please see point 2.

If one or more points are **not** met, you will need to serve alcohol under the SASSE **Serving Permit**. For example; you are planning on selling drinks or charging a ticket price, you do not have names of all the guests, or the event takes place in the Rotunda or Stora Salen. Please see more info under point 1.

1. If you are to serve alcohol under SASSE's Serving Permit:

- Contact SASSE Vice President and SASSE Clubmaster – vicepresident@sasse.se or klubbis@sasse.se at least one month before the event. (If the event is closer in time than that, you can always check the availability anyway, but there is guarantee for their availability.)
- All alcohol must be ordered from the Master of Spirits no later than 10 days ahead of the event at spritis@sasse.se (NB: this is a must according to the law)
- At the time of the event, there must be a person responsible for serving, aka "Serveringansvarig"/Serving Manager in place at all times, that is responsible for the Permit. This is usually SASSE Vice President or the SASSE Clubmaster.
If someone else (e.g. staff at the catering firm) other than SASSE is Serving Manager, this person must be registered with the SASSE Vice President or the SASSE Clubmaster in advance.



SASSE's Serving Permit involves/includes:

SSE, the basement on Sveavägen 65 (SASSE's premises - see map, Appendix A):

- Strong beer, wine and spirits serving – 12:00 pm – 03:00 am
- Light drinks and beer (3,5%) – 07:00 am – 03:00 am
- All guests must leave no later than 03:30 am

SSE, Stora Salen, Holländargatan:

- Strong beer, wine and spirits serving – 11:00 am – 01:00 am
- All guests must leave no later than 01:30 am.

Extended Permit Application

In some occasions you may need to extend the current Serving Permit.

- The permit can be extended in time and place, e.g. until 05:00 am and to the Atrium.
- It can be done a maximum of 10 times a year and is decided by Klubbis/ SASSE.
- The fee for each occasion/application is 600 SEK.
- An application must be submitted no later than 10 working days before the event.

2. If you can rely on Closed Company, make sure to:

- Clearly state the purpose of the event, as it is required that there is a common interest or other substantive connection between the members.
- Keep a list of the names of all the people attending, and have it in place in case the Authorities arrives for inspection.

Additional requirements

Apart from the Alcohol Law, certain requirements needs to be fulfilled in order not to receive any warnings from the Permit Authorities:

- There must be heated food on the menu or served.
- No serving to minors.
- A sober environment in the serving area and the areas in close proximity.

If you have any questions, please contact SASSE Vice President or SASSE Clubmaster – vicepresident@sasse.se or klubbis@sasse.se

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Appendix A: Map over SASSE's premises on Sveavägen 65 where the Permit applies:

