



## Information for Remote Sellers of Alcohol

The holders of off-licences that conduct remote sales are required by the **Sale & Supply of Alcohol Act 2012** to take reasonable steps to verify that the buyer is not under the age of 18.

The regulations of this Act detail what these reasonable steps are;

When using an **internet site**, the remote seller must ask the prospective buyer to declare that they are 18 years or over when;

- (i) They first enter the site; and
- (ii) Immediately before the sale is completed.



When taking a **telephone order**, the remote seller must ask the prospective buyer to declare orally that they are 18 years or over...



- (i) When the conversation begins; and
- (ii) Immediately before the conversation is completed.

When using a **physical order form**, the remote seller must;

- (i) Ensure the form requires the purchaser to sign it; and
- (ii) Ensure the form contains **two places** for the prospective purchaser to say they are aged 18 years or over.

## Information to be provided by Remote Sellers

When selling alcohol on-line, the licensee must display their:

- Name
- Licence number
- Expiry date
- Either **on the website** or in their **catalogue**.



If you have an internet site you must also **display a copy of your licence** or a **link to an image of your licence**.

Every remote seller also needs to print:

- The Licensee's name
- Licence number
- Expiry date
- ... on their **receipt**.

### **Any Questions?**

*Please contact your Environmental Health Team on 03 520 7400*