



International Shop  
121 Woodhouse Street  
Leeds, LS2 2BT  
Premises Licence: P123456789012  
Issued by Leeds City Licensing Authority

### CCTV CHECK LOG BOOK

This log book must be kept safe on the premises  
All faults must be immediately reported to the police  
Please check at regular times and complete this

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### PREMISES INCIDENT LOG BOOK

Please complete all boxes with as much information as possible  
If a customer is:

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### CUSTOMER REFUSAL LOG BOOK

All staff should check this before the premises are open  
This book MUST be completed for all customers who look under the age of 25

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### STAFF TRAINING LOG BOOK

This is a register of training for all staff and must be kept safe on the premises at all times  
All staff MUST adhere to the company policies and the conditions of the Premises Licence at all times

**THERE ARE 2 PARTS TO THIS TRAINING LOG BOOK**

1. Induction - including Challenge 25 policy for all staff
2. Product Training - Sections 1: Purple, 2: Green, 3: Blue

Please try to learn at least one question and answer every day. It is a condition of the Premises Licence that all staff learn this information.

This business fully supports our Police and Trading Standards in the prevention and detection of crime and disorder using our CCTV system

# CHALLENGE 25

You might think you look over 18  
but we don't - and it's 'MY' licence

## No ID - No Serve

Don't try to buy alcohol for kids  
We will report you



All ID presented must contain the following as outlined Home Office.

Photograph, date of birth, signature, holographic mark by a government department.



UK Licences

## Polite Notice

Please leave the area quickly & quietly and respect

### WARNING PROXY SIGN FOR ADULTS

If you are buying alcohol for underage people  
**THEN DON'T!** because it's a criminal offence  
We WILL report you and give the police a copy of your photograph taken by our CCTV cameras outside the shop  
The penalty is £5000 fine