

City of Franklin
Beer Board Cover Page

Beer Board Meeting Date

10/8/2019

Permit #

19-54

Owner/Applicant

American Multi-Cinema INC

d/b/a AMC Thoroughbred 20

On Prem	X	Off Prem	On & Off	Special Event
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Name of Business/Event

AMC Thoroughbred 20

Special Event Date(s)/Hours

Location of Business/Event

633 Frazier Dr

Franklin TN 37067

Mailing Address

%Bridget Holton-Deere

11550 Ash St Ste 200

Leawood KS 66211

Phone

913-213-2461

Email

Primary Contact

Bridget Holton-Deere

Phone

913-213-2461

Email

Managing Agent

John Phillip Ignomirello

Review Sign Off:

Police

Y

Fire

Y

BNS

Y

COMMENTS

Change of Ownership

Re-licensing:

From

Eastwynn Theatres, LLC

To

American Multi-Cinema, Inc.

Permit #

19-54

APPLICATION FOR BEER PERMIT
STATE OF TENNESSEE
CITY OF FRANKLIN

PURSUANT TO SECTION 8 CHAPTER 2 OF THE CODE OF THE CITY OF FRANKLIN, TENNESSEE, AND THE REQUIREMENTS OF 57-5-101 ET. SEQ. OF THE TENNESSEE CODE ANNOTATED, I HEREBY MAKE APPLICATION FOR:

 X ON PREMISES PERMIT
 OFF PREMISES PERMIT
 ON AND OFF PREMISES PERMIT
 MANUFACTURER'S OR DISTRIBUTOR'S PERMIT
 SPECIAL EVENTS PERMIT HOURS OF EVENT _____

DATE PERMIT NEEDED _____

PERMITS SHALL BE ISSUED TO THE OWNER OF THE BUSINESS,
WHETHER A PERSON, FIRM, CORPORATION, JOINT-STOCK COMPANY,
SYNDICATE, OR ASSOCIATION.

1. Applicant (Owner) American Multi-Cinema, Inc.

Person Firm Corp X LLC Joint-stock co. Syndicate Association

2. List all persons, firm, joint-stock companies, syndicates, or associations
having at least a 5% ownership interest in the business (attach additional sheet, if
needed). Please give name and address.

see attached

3. If the applicant is a corporation, are they authorized to do business in the State of
Tennessee? yes

4. Under what trade name will this business operate?

AMC Thoroughbred 20

5. Location of the business by street address.

633 Frazier Drive, Franklin, TN 37067

Phone number of the business 615-778-0982

6. Please give the following information on the person who will be managing the business. This person is an owner ____ or a managing agent X.

Name John Phillip Ignomirello

7. Specify the identity, address and daytime contact phone number of the person to receive annual privilege tax notices and any other communication from the City.

Name Bridget Holton-Deere Title Director, Alcohol Licensing

Mailing Address 11550 Ash Street, Suite 200

City, State, Zip Leawood, KS 66211

Daytime contact phone number 913-213-2461

8. Will the permit be used to operate two or more restaurants or other businesses under the same permit as permitted by T.C.A. Section 57-5-103(a)(4) within the same building? Yes ____ No X.

If so, specify number n/a. List the names of the restaurants or other businesses and describe their location (use additional sheet if necessary)

n/a

9. Do you own the premises on which you will operate? no
If no, please give the name and address of the property owner.

30 West Pershing, LLC, c/o EPR Properties, 909 Walnut, Suite 200, Kansas City, MO 64106

10. Has any person having at least 5% ownership interest, managers or employees of the business been convicted of any violation of beer or alcoholic beverage laws or any crime (other than minor traffic violations) within last ten (10) years? no If so, give particulars of each charge, court and date convicted.

n/a

11. Has this owner or the owners organization had a beer permit revoked, suspended, or denied in the State of Tennessee? Yes ___ No X If so, please give date, place and cause of said revocation.

n/a

12. Give the name and address of the former beer permittee at this establishment.

Eastwynn Theatres, LLC, 11550 Ash Street, Suite 200, Leawood, KS 66211

13. Give applicant's history of involvement in the beer business, if any.

American Multi-Cinema, Inc. owns Eastwynn Theatres, LLC, previous beer permittee of theatre.

14. Give applicant's employment record for the past 10 years.

American Multi-Cinema, Inc. has been in movie theatre industry for 10+ years.

15. What is the exact nature of the business in which you are applying for a beer permit? (Restaurant, tavern, motel, etc.)

Movie theatre

16. Will a full course menu be served? yes

17. Will separate and sanitary facilities be maintained for men and for women? yes

18. Will dancing be allowed on your premises? no
If yes, do you acknowledge that section 9-102 of the Franklin Municipal Code prohibits the operation of establishments allowing dancing between 1:30 AM and 8:00 AM? n/a

19. Does your company have a training policy for employees regarding the sale of beer to minors? Yes yes No _____

If yes, explain the procedure in detail or you may provide a separate attachment.

see attached

If no, do you plan to implement a training policy in the future? n/a

20. Please read the following and upon signature of this application, you do understand and agree to comply if you are granted a permit.
- (a) You will not sell beer or similar beverages except at the place or places for which the beer board has issued your permit.
 - (b) You will not sell beer or any like beverage except in accordance with the terms of said permit.
 - (c) If this application is made for permit to sell and not for consumption on the premises, you will not sell for consumption on the premises and not allow consumption on the premises.
 - (d) You will rigidly enforce the law against sales to minors.
 - (e) You will prohibit gambling at your establishment and understand that the conduct of such activities on the premises will result in revocation of your permit.
 - (f) You will secure a certificate or statement from the health department or health officer that the premises covered by the application meet the requirements of the ordinances of the City of Franklin and the laws of the State of Tennessee.
 - (g) You will not attempt to transfer this permit to anyone else.
 - (h) You will display this permit in a prominent place in your establishment.
 - (i) You will not sell or distribute beer between the hours of 3:00 AM and 6:00 AM (8:00 AM for on premises consumption) during the week and between the hours of 3:00 AM Sunday and 12:00 Noon Sunday (10:00 AM for on premises consumption).
 - (j) You will prohibit the congregation at your establishment of those who reasonably appear to be intoxicated, lawless, rowdy, or prostitutes.
 - (k) You will not allow any liquor with alcoholic content of greater than five percent (5%) to be consumed on the premises.
 - (l) You will not allow any sale or delivery of beer for consumption on the premises outside of the building, it being the intention to prohibit the sale of beer by what is commonly known as "curb service" or "curb sales" of beer.
 - (m) You will comply with all requirements of section 2-201 through 2-229 of the municipal code of the City of Franklin.

A non-refundable \$250 fee must accompany this application and the application shall be submitted at least fifteen (15) days prior to the Beer Board meeting at which it is to be considered. If the application is approved you are required to provide documentation of sales tax registration to the city within ten days of approval. Any applicant making false statement in this application shall forfeit his permit and shall not be eligible to receive any permit for a period of ten years.

A privilege tax of \$100 is imposed on the business of selling, distributing, storing or manufacturing beer in this state effective January 1, 1994 and each successive January 1. Any holder of a beer permit issued after January 1, 1994 shall pay a pro rata portion of this annual tax when the permit is issued.

I hereby make application to the City of Franklin Beer Board for a beer permit.

The signing of this application acknowledges that I am aware of the laws prohibiting the sale of beer to minors.

I hereby certify that no person having at least a 5% ownership interest, nor any person to be employed in the distribution or sale of beer in my establishment has been convicted of any violation of the beer or alcoholic beverage laws or any crime involving moral turpitude within the past 10 years.

I am also aware that I shall not be issued a permit or my permit shall be revoked if my business location causes traffic congestion or interferes with schools, churches, or other public places of public gathering, or otherwise interferes with public health, safety and morals.

AMERICAN MULTI-CINEMA, INC.

By: _____

Signature of Applicant/Owner (or Authorized Corporate Officer) Kevin Connor, Sr. Vice President/Secretary

On behalf of: AMC Thoroughbred 20

Name of Business Entity

Sworn to and subscribed before me this 26th day of August, 20 19

Notary Public

Notary Public

My Commission Expires: _____

SUSAN E. HAMILTON
Notary Public - State of Kansas
My Appt. Expires 8/21/2022

Official Use Only

Application Fee \$ _____ Date Paid _____

Privilege Tax \$ _____ Date Paid _____

Board Meeting Date _____/_____/_____

**Attachment to Beer Permit Application
For
American Multi-Cinema, Inc. d/b/a AMC Thoroughbred 20**

Question 2: The following sets forth the owner of American Multi-Cinema, Inc.:

AMC Entertainment Holdings, Inc. (publicly-traded)
100% Owner of American Multi-Cinema, Inc.
11500 Ash Street
Leawood, KS 66211
(913) 213-2000

The following sets forth the owners and officers of American Multi-Cinema, Inc.
and AMC Entertainment Holdings, Inc.:

Adam Maximilian Aron
0% Owner
President/Chief Executive Officer/Director
19121 Fisher Island Drive
Miami, FL 33141

John David McDonald
0% Owner
President
3140 W. 138th Terrace
Leawood, KS 66224

Kevin Michael Connor
0% Owner
Sr. Vice President & Secretary
833 Westover Road
Kansas City, MO 64113



Theatres that serve alcoholic beverages must adhere to the policies outlined in this document and ensure compliance with all local, state, and federal regulations and provide an overall safe experience.

It is imperative that the General Managers understand and enforce the laws and procedures as laid out in the liquor license. Failure to do so could result in fines, loss of liquor license at the location and loss of current, pending or future liquor licenses in the same jurisdiction.

Any person who violates the policies listed on the following pages will be appropriately disciplined. Violations also include assisting someone else in inappropriate conduct, failing to report any violation, and impeding an investigation. Possible disciplinary action may range from a verbal warning, up to and including termination. You may also be responsible in a criminal or civil suit for losses or other damages caused by your conduct. In addition, referral of the matter may be made to the appropriate government agencies.

Definitions

AMC Theatres has various types of alcohol concepts; however there is one key factor that fundamentally influences our policies and procedures for operating our bars. This factor is the type of service provided:

- **Full Service Bar:** This concept has either a full service bar area with consumption of alcohol restricted to specific auditoriums and/or servers take orders and/or alcohol is delivered to guests inside auditoriums or bar/restaurant area. The guest admission age policy to these areas is either 18 years of age (or accompanied by a parent or legal guardian) or older or 21 years of age or older. (These concepts are often referred to MacGuffinsSM, Fork & ScreenSM, Cinema SuitesSM, Red KitchenSM or Premiums).
- **Counter Service:** This concept (often internally referred to as Mini-Macs) has a bar in which a guest may order an alcoholic beverage and then consume the drink in an auditorium with the general public. Typically, the admission policy has no age restrictions and there is no seat-side service provided inside the auditoriums.

Alcohol Sales

The guidelines below must be adhered to when serving alcoholic beverages to guests, unless local law differs.

Age Verification

The minimum legal age for purchasing and consuming alcoholic beverages in the US is 21 years. **Associates must require positive, valid proof of age from all guests purchasing alcohol regardless of age.** Techniques for determining the validity of an ID can be found in the *Concession* and *Usher Lesson Plans* of the *Crew Training Program*.

In most states valid IDs may be driver's licenses, state IDs, military and active military IDs, passports, passport cards, or visas. However, refer to *B-12, Theatre Specific Alcohol Laws and Regulations* for any local exceptions. Also, a booklet containing examples, descriptions, and the security features of valid IDs from the US and Canada called *ID Checking Guide* may be obtained by ordering from www.idcheckingguide.com or by calling (800) 227-8827. Since this booklet is updated annually, a subscription can be ordered at a savings.

When checking a government-issued ID, inspect the following information:

- Photograph of bearer
- Signature
- Height
- Date of Birth
- Expiration Date
- Watermark



If an associate believes an ID is fake, the following steps must be taken:

- Alert a manager – the manager must complete a review of the ID using the F.L.A.G. technique. F.L.A.G. stands for Feel, Look, Ask, and Give Back.
- Notify Security if the ID appears to be fake.
- If Security is not present, return the card to the guest, unless local law requires a different procedure. (Please reference B-12, *Theatre Specific Alcohol Laws and Regulations* for specific laws and regulations).
- Do not serve the guest.

Exceptions to Age Verification Policy (Limited Use)

When a guest requests an exception to AMC's age verification policy, the highest-ranking manager in the building can review the request. However, **at no time** should any associate communicate to the guest that we make exceptions to this policy.

The highest-ranking manager must complete the following actions prior to giving approval:

- Visual Check (**required**) – Manager must be present to determine if the guest looks over the age of 40. If the guest looks younger than 40, no exceptions should be made to the age verification policy and valid ID for proof age is required.
- Limit Order Quantity – Guest can only purchase one beverage per order if an exception is made.
- Documentation – If applicable, denote the exception on the *Alcohol Compliance Monitoring Worksheet*. (Copies can be found on *ClipBoard* in *Theatre Blank Forms & Templates* (Operations, Alcohol Enforcement)).
- Verify that it is legal to serve a guest without identification in your location. (Refer to B-12, *Theatre Specific Alcohol Laws and Regulations* for local exceptions).

In the event that the associate did not follow the outlined procedures, disciplinary action up to and including termination may occur.

Note: Supervisors or Crew may **never** make this exception. Only the highest-ranking manager may do so.

Quantity of Alcoholic Beverages Purchased

Alcohol sales limits are subject to the maximum imposed by local or state jurisdictions. An associate must NEVER serve more alcoholic beverages than the approved limit. Refer to B-12, *Theatre Specific Alcohol Laws and Regulations* for local restrictions that may differ from the general AMC policy.

- **Full Service Bar:** Guests (with ID) may purchase multiple alcoholic beverages at the same time (for example, a "bucket of beer" as advertised on the DI MacGuffins Bar menu), unless where local regulations differ.
- **Counter Service:** AMC limits alcohol sales to two drinks per person (with ID) within a single transaction, unless where local regulations are more restrictive.

Building Restrictions and Container Requirements

Alcoholic beverages must always be served in the AMC approved containers and may never be poured into "traditional" fountain beverage vessels. Certain localities may require alcoholic beverages to stay within a designated area. Guests must be monitored to ensure they do not violate these requirements.

If Full-Service Bars (MacGuffins and DIs), are approved to transfer an alcoholic beverage to the 'traditional' side of the building, guests must have their alcoholic beverage poured into a plastic cup by a bartender before exiting the bar area.



Sales to Non-Ticketed Guests

- **Full Service Bar:** An admission ticket is not required to purchase alcoholic beverages at DI MacGuffins.
- **Counter Service:** Only ticketed guests may purchase alcoholic beverages at bars at traditional theatres (Mini-Macs).

Alcohol Hours & Alcohol Cut-Off Requirements

The following are AMC policies. However, each theatre must adhere to the specific, local regulations to ensure that sales cease by the required time (refer to *B-12, Theatre Specific Alcohol Laws and Regulations*).

- **Operating Hours:** Bar operating hours should be part of the weekly business planning to ensure the most return and compliance to local laws.
- **Sales Cut-Off:** Each theatre has specific, local sales cut-off requirements. AMC's policy is to stop sales at 12:30 A.M or (1) hour prior to sales cut off, whichever is earlier and post signage.
- **Consumption Cut-Off:** Unless restrictions are different per local laws, consumption of alcohol must cease when sales are required to end. Closing the bar at the appropriate time is imperative to ensure consumption is not occurring past the cut-off time.
- **Container Pick-Up Time:** At DI locations, containers must be picked up and disposed of when sales are required to end, unless local law differs.

Signage

Signage requirements often vary by locality and may include topics such as fetal alcohol, underage drinking and weapons. (Refer to *B-12, Theatre Specific Alcohol Laws and Regulations*).

AMC requires the following signage:

- **ID Policy - Guest Facing:** Place signage at the counter and POS to notify guests of AMC's policy to check the ID of all guests purchasing alcohol. Order these materials on the *Standard Materials Ordering and Fulfillment* site by searching for "alcohol."
- **Age Check - Associate Facing:** Place age check signage on POS to help associates quickly identify whether a guest is 21 years of age or older. Order the *Quick Age Check* cue cards on the *Standard Materials Ordering and Fulfillment* site by searching for "age."
- **Hours of Operation Cue Cards – Associate Facing:** Place Hours of Operation Cue Cards on each bar POS to help associates quickly know the hours of operation in which they are allowed to sell and serve alcohol. [Hours of Operation Cue Cards](#) can be found on the Alcohol Landing Page.
- **Weapons Free:** Ensure that the appropriate *No Weapons* door clings are displayed per [SEC-5-05, Weapons-Free Guidelines](#) in the *Theatre Standard Operating Procedures*.

Alcohol Inventory

- All beer, wine and liquor must be delivered by a vendor and at no time is it allowable for an AMC Theatre associate to go off site to acquire it. Theatres where deliveries are not available for some, or all alcohol products, are specifically noted as an exception in the Associate Policy Handbook Section B-12—*Theatre Specific Alcohol Laws and AMC Policies*. Theatres that are an exception to this policy must follow the specific requirements for their location.



- At no time is it allowed for theatres to transfer liquor, beer, or wine inventory between locations. All liquor, beer, and wine inventory must be kept in a secure location that is only accessible by managers and Supervisors who are 21 years of age or older. When stocking the bar, we use a “Bottle-for-Bottle Exchange” system, in which a bottle does not leave the closet without an empty one in its place. Immediately following the close of the building, a manager must verify that all alcohol is secure.
- If a net terms vendor that is not on Fintech has one or more past due invoices that must be taken care of prior to a new delivery being made, please procure a money order using cash from the Manager’s Fund to pay for the past due invoice(s). In certain states, a past due invoice could result in other AMC locations being put on credit hold, COD, or potentially jeopardize the liquor license. Once the vendor reaches out with the past due information, please involve 0411-Purchasing@amctheatres.com immediately so that team can assist to ensure that service remains uninterrupted.
- All bar locations must purchase produce through Pro*Act; Pro*Act owns individual distributors in every area that AMC operates. This ensures that each distributor has a HACCP plan in place and that bar locations are receiving fresh, safe product. Produce should not be sourced outside of Pro*Act at any time. If product needs to be expedited from the approved vendor or if product is needed immediately, please contact 0411-Purchasing.

Based on theatre design and layout, securing alcohol may require moving bottles to locked storage, locking behind counters, etc. E-mail 0411-MacGuffins for questions and/or direction.

Alcohol Compliance Monitoring

Whenever the bar is open, a manager must oversee the bar operations as part of managing the floor to ensure quality of service and alcohol compliance by observing the flow of guests and bartender execution. Management must also be available to investigate anything unusual reported by bartenders, other associates, or guests.

All associates who serve, sell, or handle alcohol and those who monitor for compliance play a vital role in enforcing alcohol policies. Compliance monitoring occurs throughout the building by all associates using the tactics provided by TIPS training. All associates are required to check ID for any guests consuming alcohol who appear to be under the legal drinking age of 21 in areas outside and inside the auditoriums.

Associates, who perform auditorium checks for presentation quality, SIG, and comfort, also need to monitor for alcohol compliance. Proper planning is essential and depending on film bookings and expected audience draw, it may be necessary at to increase frequency of auditorium checks for specific films. Assignment of duties to specific associates should be noted on the Daily Game Plan.

Monitoring for alcohol compliance includes these responsibilities:

- Ensure guest compliance with alcohol enforcement policies
- Monitor and prevent alcohol consumption by minors
- Ensure alcohol is consumed in designated areas only
- Ensure guests do not leave the premises with alcoholic beverages



Dedicated Alcohol Compliance Monitor (ACM): Some theatres are required to schedule dedicated associates to monitor for alcohol compliance as their primary responsibility. The ACM must be at least 18 years of age and be TIPS certified. Refer to *B-12, Theatre Specific Alcohol Laws and Regulations*.

Even with ACM(s) on duty, **all associates** share responsibility for immediately reporting non-compliance with requirements for the sale, handling, and/or consumption of alcoholic beverages to a manager or Supervisor.

The following must occur whenever the bar is operating:

Schedule the ACM in WorkForce using the ACM job code.

Denote the ACM on the Daily Game Plan (Crew or Manager Leadership Schedule)

ACM must wear name lanyard with "Alcohol Compliance Monitor" as their role/title.

Underage Drinking

Individuals under 21 years of age may not purchase nor consume alcoholic beverages on AMC property. In the event that an underage guest is caught with an alcoholic beverage, a manager must be notified **immediately**.

The following steps must be taken to ensure we address the issue correctly:

1. Remove the guest from the auditorium.
2. Verify the guest's age.

If the guest is determined to be underage:

3. Take the drink from the guest.
4. Notify law enforcement.
5. If the guest is under the age of 18, contact a parent or legal guardian.
6. Complete the *Alcohol Compliance Monitoring Worksheet* and submit an *Incident Report*.

Guests Showing Signs of Intoxication

In the event that an associate encounters a guest that appears intoxicated, a manager must be notified **immediately**.

The following steps must be taken to ensure we address the issue correctly:

1. Remove the guest from the auditorium.
2. Ask the guest to not leave the building.
3. Ask the guest to sit down and provide water or food. This is designed to diffuse the situation as well as provide time for making alternative arrangements to get the guest home. This is not a tactic to help the guest "sober" up before driving home.
4. Make alternate arrangements for the guest to get home.
5. If the guest does not follow your instructions, monitor the guest's location.
6. Notify law enforcement if you are unable to keep the guest from leaving.
7. Complete the *Alcohol Compliance Monitoring Worksheet* and submit an *Incident Report*.



Undercover Alcohol Compliance Checks

At any time, theatres may receive undercover alcohol compliance checks. Theatre teams should be prepared by always adhering to all AMC policies and local regulations.

Government Agencies

Alcohol compliance checks are investigations into the purchase of alcohol by minors at businesses that sell alcohol. If your location receives an undercover alcohol compliance check by a government agency regardless of pass or fail, please e-mail [0411-MacGuffins](#) and [0411-Inspections](#). Follow the notification instructions outlined in *HS-2-05a, Government Inspections Notifications* in Theatre Standard Operating Procedures.

The sting operations will involve a minor, under the age of 21 years, (with undercover officers nearby) attempting to buy an alcoholic beverage from an associate. In some states, there is no legal standard that requires the minor to be truthful about their age and the minor may not present any identification.

- If identification is used, the underage purchaser may lie about his or her age. This demonstrates whether the Bartender is relying upon the valid ID presented or a verbal representation of age.
- If identification is not used, the underage purchaser, if asked, will likely respond with a reasonable excuse, such as "I lost it," or "I forgot it."
- If refused purchase, the underage purchaser shouldn't make any further attempt to convince the server or Bartender to provide alcohol.

Remember, the underage purchaser may lie about his or her age if asked. Never complete an alcohol sale unless a valid ID is presented and the birthdate documents him or her to be 21 years of age or older.

If the associate sells alcohol to a minor, the following actions may occur:

- Fines (associate, business, etc.)
- Arrest (associate)
- Conviction (misdemeanor)
- Civil penalties
- Additional sting operations (multiple offenses)
- Loss of liquor license (multiple offenses)

If it is determined that an associate failed to properly review valid proof of age or allowed a guest under 21 years of age to purchase and/or to consume an alcoholic beverage, disciplinary action may result, up to and including termination.

AMC Mystery Shop

As part of AMC's Mystery Shop program, there is a unique shop that is specific to locations that serve alcohol. Theatres will receive one alcohol mystery shop every month. This check is completed by a third party vendor to ensure compliance with local, state, and federal laws regarding alcohol enforcement. These shops are graded on a pass/fail system. Theatres that fail may receive additional checks. E-mail [0411-Mystery Shop](#) if you have questions regarding your mystery shop results.

If it is determined that an associate sold an alcoholic beverage during an alcohol mystery shop, without properly reviewing valid proof of age for the guest, disciplinary action may result, up to and including termination.



Policy

Theatres that serve alcoholic beverages must adhere to the policies outlined in this document and ensure compliance with all local, state, and federal regulations and provide an overall safe experience.

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Any person who violates the policies listed on the following pages will be appropriately disciplined. Violations also include assisting someone else in inappropriate conduct, failing to report any violation, and impeding an investigation. Possible disciplinary action may range from a verbal warning, up to and including termination. You may also be responsible in a criminal or civil suit for losses or other damages caused by your conduct. In addition, referral of the matter may be made to the appropriate government agencies.

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- **Counter Service:** This concept (often internally referred to as Mini-Macs) has a bar in which a guest may order an alcoholic beverage and then consume the drink inside an auditorium with the general public. Typically, the admission policy has no age restrictions and there is no seat-side service provided inside the auditoriums.

Background Checks

Because of the additional responsibilities that accompany maintaining a liquor license, AMC conducts background checks on all Bartenders, Supervisors and managers assigned to locations with alcohol operations. However, depending on the local or state regulations, theatres may be required to complete background checks for all associates.

To determine whether and for whom background checks are required for your locality, please e-mail [Talent Acquisition](#). Instructions and training on how to complete a background check will be provided to the theatre at that time.

Associate Age Policies

Please reference, *Theatre Specific Alcohol Laws and Regulations* for information specific to each theatre.

- **Age to Manage:** All managers assigned to a location that sells alcohol must be 21 years of age or older.
- **Age to Supervise:** Supervisors must be at least 18 years of age or older. However, if a Supervisor is under 21, he or she may not be involved in any aspect of bar operations. Supervisors under 21 may not have access to secured alcohol storage areas, accept deliveries, transport alcohol, assist with inventory process or even step behind the bar to conduct a cash-pull.
- **Age to Transport & Access:** All associates that may receive alcohol deliveries, have access to alcohol storage areas, or help with the inventory of alcohol must be 21 years of age or older.
- **Age to Bartend:** Associates must be at least 21 years of age or older to mix or pour alcoholic beverages.



ALCOHOL POLICIES - ASSOCIATE

- **Age to Serve:** Associates must be 18 years of age or older to serve (at Full Service Bars) alcohol unless regulations in your state stipulate otherwise.
- **Age to Clean Auditoriums:** Associates must be 18 years of age or older to pick up open containers of alcohol while cleaning an auditorium unless regulations in your state stipulate otherwise.

Open containers are defined as any vessel used to consume alcoholic beverages that contains any amount of alcohol or once contained alcohol. For example, an empty wine cup is considered an open container and may not be disposed of by an associate under the age of 18. If associates on duty are not old enough to pick up opened containers of alcohol, they must request assistance from a manager or Supervisor.

Restrictions-Bar Policies

Associates on or off duty are not permitted to purchase or consume alcoholic drinks at their assigned theatre, nor are discounts on alcohol permitted at any time. Associates are not allowed to sit at the bar at any time.

Alcohol Awareness Training

All associates at locations that sell alcohol play a vital role in enforcing alcohol policies and all associates are involved in compliance monitoring throughout the building. Therefore, associates assigned to theatres that serve alcoholic beverages must complete all necessary alcohol awareness training within the required timeframes. The following training is required for associates at alcohol locations:

Locations where TiPS training is not required	RSOA101	RSOA201	TiPS
General Manager	✓	✓	
Senior Manager	✓	✓	
RTM/HM/FMM	✓	✓	
Supervisor	✓	✓	
Bartender	✓	✓	
Server	✓	✓	
Dedicated ACM	✓	✓	
Bussers/Crew	✓		
Cooks/Dishwashers			
Locations required to complete TiPS training	RSOA101	RSOA201	TiPS
General Manager	✓		✓
Senior Manager	✓		✓
RTM/HM/FMM	✓		✓
Supervisor	✓		✓
Bartender			✓
Server			✓
Dedicated ACM	✓		✓
Bussers/Crew	✓		
Cooks/Dishwashers			



ALCOHOL POLICIES - ASSOCIATE

- **Responsible Service of Alcohol 101 (RSOA 101):** The RSOA 101 module in the Learning Studio must be completed within 14 days of assignment. Three years following completion, the module will be reassigned and must be retaken. Exceptions are made for dishwashers and cooks who never have contact with guests. Bartenders and servers at locations that require TiPS training are not required to complete RSOA101.
- **Responsible Service of Alcohol 201 (RSOA 201):** RSOA 201 is due within 21 days of assignment. Three years following the completion, the module will be reassigned and must be retaken. Associates at locations that require TiPS training are not required to complete RSOA201.
- **Location Specific Training (ex TABC, TiPS):** Depending on state or location regulations some locations may be required to complete a specific form of alcohol awareness training. For information regarding location specific training please refer to *B-12- Theatre Specific Alcohol Laws and AMC Policies*. At locations where TIPS or TABC training is required, certification is due within 21 days of hire. All associates renewing their certifications must complete recertification before their current certification expires.

If there is a request for an accommodation to alcohol awareness training, the General Manager should contact Compliance.