

## **Alcohol Regulations for renters at Medicinska Föreningen**

**Below MF is short for Medicinska Föreningen.**

**By renter is meant as the person/organisation that has signed the contract with Medicinska Föreningen.**

1. All alcoholic beverages being served on MF's premises must be bought in and handled by Medicinska Föreningen. Beverages without alcohol, 4 cl, 15 cl and 40 cl are available for sale and are ordered at the same time as alcoholic beverages.
2. The premises manager will order the alcohol by your choice, when are decided at the contract signing. The premises manager may be contacted at [lokaler@medicinskaforeningen.se](mailto:lokaler@medicinskaforeningen.se)  
The order must be given well in advance of the rental or else a fee is charged due to extra shipping cost, which can amount to a cost of 2000 SEK. When ordering this late, MF cannot guarantee that your order will be delivered in time for your event.
3. MF does not have the same selection as Systembolaget (or the same commodity number). If you wish for something else that is not in the selection, talk to the premises manager.
4. Beverages that will be ordered outside of MF's standard selection are always charged full price, no matter if the beverages has been sold or not.
5. Pre ordered beverages shall be paid in advance by renters when paying rent and deposition. The renter can also get a bill after completed rental, when agreed upon with the President of The Administration Committee.
6. House manager (HM) is referred to by MF as designated serving manager in accordance to the Law of alcohol.
7. The HM from MF will come to the premises at 6 p.m., if nothing else has agreed upon. The HM is the overall manager and responsible according to the law and can also single-handedly shut down the party if the HM believes that the Law of alcohol or any other rules for renting aren't being followed, even if there are an alcoholic free event.
8. There shall be following responsible rolls from the renters' side all through the evening. These are subordinated the house manager from MF during the time for serving:
  - a. one responsible who will see to that laws and rules are being followed.
  - b. one responsible for economics who will count the cash registers together with the house manager if cash registers are being used.

**Postadress:**  
Förvaltningsutskottet  
Medicinska Föreningen i Stockholm  
Box 250, 171 77 Stockholm

**Besöksadress:**  
Nobels väg 10.  
Kl campus  
Solna

**E-post:**  
[lokaler@medicinskaforeningen.se](mailto:lokaler@medicinskaforeningen.se)  
**Telefon:**  
08-524 830 71



- c. one responsible for the bar, who have the possibility to order more from the house manager during the event. This person shall also be present when the house manager mark out beverages to make sure that quantity and fees are adequate.
- One person can have more than one roll but at the most one person per roll. For larger events, it is recommend not to have more than one entry per person.
9. The renter are responsible for seeing to that there is cash exchange.
  10. If cash registers are being used, the house manager and the renter will count the money together when the event has ended. The HM will take care of the money. Any surplus and deposition will be paid to the renter within 30 days to the renter.
  11. Everyone that are serving food or alcohol must be 18 years old and sober during the serving time.
  12. It is possible to make an extra order via the house manager during the evening. This cost for this will be added to the final settlement, together with the pre ordered beverages. The HM have a final say if the order shall be signed out or not.
  13. When handling larger amount of money, there should be 2 HM, one responsible for the bar and one for economics.
  14. Nonalcoholic beverages will be served to persons under 18 years or to anyone who are already noticeable drunk. It is every bartender's responsibility by law to control this and it is the bartender that can be prosecuted if this being neglected.
  15. The renter or guests may not bring alcoholic beverages to or from MF before, during or after the event.
  16. Last order will occur latest a half hour before the rentals closing. When the party is over all the bottles will be taken back to the alcohol storage, even bottles that has been opened. The renter and members of MF will pay 10% of the price from the standard selection. Internal renters do not pay any buy-back cost. Unopened bottles outside of MF standard selection and opened bottles will be taken back with no decompensation to the renter.