

Late Air Wine Bar Security Plan Assistance Sheet

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1. Identification of days and hours of operation:

Sunday:CLOSED
Monday:CLOSED
Tuesday:4-10
Wednesday:4-10
Thursday:4-11
Friday:12-11
Saturday:12-11

2. Specific measures and procedures to address crowd management both inside and outside the premise?

All patrons will be asked to find a seat whether it be at the bar or in the dining room. If there is no seating available at the time we will have a waitlist in order to insure that guest won't be crowding the bar or dining room. We will require a name, party size, and phone number for the waitlist and call once a table becomes available. Guests will be asked to wait outside on our bench or if they would like to go somewhere else we will give them 15 minute grace window before we pass along their table to the next guest.

If at any point there is a crowd that isn't orderly our management team will step in to ensure that people are asked to disperse and get back to their seats. If they don't have one we will get them on a wait list and if they don't want to cooperate they will be asked to leave. In addition to this, all staff are required to have their bar car which covers training on handling people who are intoxicated in a safe way.

We will have a 2 cameras set up on the outside of the building, on facing bull and the other facing victory. These cameras will be set up once we are finished with construction and electrical work.

3. Identification of any parking areas owned or controlled by establishment:

Our building is apart of the historic district which meant that we don't have to provide parking. However, we encourage patrons to park on Bull st. where both sides of the street offer parking. We also encourage biking or walking. A bike rack will be provided on the side of the building facing Victory.

4. Means of controlling access to the premises and parking area:

-How does your establishment control who comes in and out of your establishment?
We have one entrance/exit, so we will always have eyes on who is coming and going. In addition to our outside cameras we will have one inside as well. City parking signs are already up in front of our building on Bull as well as on the other side of Bull Street too.

5. Security Staffing:

We do not use security staffing at our establishment.

6. Measured use to combat underage consumption of alcoholic beverages:

All staff are required to card customers. Upon greeting table and asking for beverage order we will proceed to ask all guest for their ID's. Upon examination employee will make sure the photo matches the person who is being ID. The ID doesn't look tampered with or not like a state/federal issued ID. The ID is valid and not expired . The ID has the states hologram. If at any point an employee feels that they are being given a fake/invalid ID they have the right to not serve the guest. If the employee doesn't feel comfortable letting a guest know a manager will speak with the guest. *All employees must complete their bar card training before serving any guests.* Employees will calculate the age in their head as we will not have a scanner on premises for checking dates.

7. Measures used to distinguish between patrons who are over and under the age of 21, where applicable:

We will not use wristbands or x's on hands to note a guest is under 21. Our establishment offers table side service and everyone that asks for a beverage at the table must present their ID to their server. If at any point a table is ordering alcoholic beverages for a minor we will let them know that isn't allowed and ask if they still would like to dine with us. If we feel they are serving a minor their own drinks we will ask them to leave immediately. If a server feels that a table is hiding drink from them to serve to a minor we will get management involved immediately.

8. Measures and procedures to combat the risk of fire:

- We will install, maintain and professionally service all equipment.
- We will clean all surfaces regularly and thoroughly to cut down on any grease buildup.
- We will have the ducts cleaned professionally twice a year.
- We will have a class-K portable fire extinguisher mounted in our kitchen and train all staff on their use.
- We will have a detailed log on when systems have been cleaned and by whom.

9. Discuss matters related to managing emergencies, such as fires, evacuation tactics, assignment of employee duties during emergencies, and coordination with public safety.

- In the event of an emergency how is your staff trained to evacuate patrons?
 - During an emergency the bartender and servers will evacuate patrons from the dining room. The floor plan is set up so there is a clear path to the bar and dining room from the entrance and exit. FOH employees will get all patrons evacuated and across the street to the other side of Bull st. before going back in to perform their specific duties to clear the building.
 - If able to perform during an emergency FOH staff will make sure all patrons exit building safely before returning to make sure the bathroom is cleared and do a sweep to make sure all guests are indeed outside safe and sound. BOH employees will turn off any equipment being used and make sure that they exit the building immediately.
 - The FOH manager will have the duty of calling 911 to make them aware of the emergency. If the FOH manager can't perform this duty then the BOH manager will be next in line.