



hosting know-how

Hosting is an art. And a responsibility.

Éduc  **alcool**

Moderation is always
in good taste.

Getting started

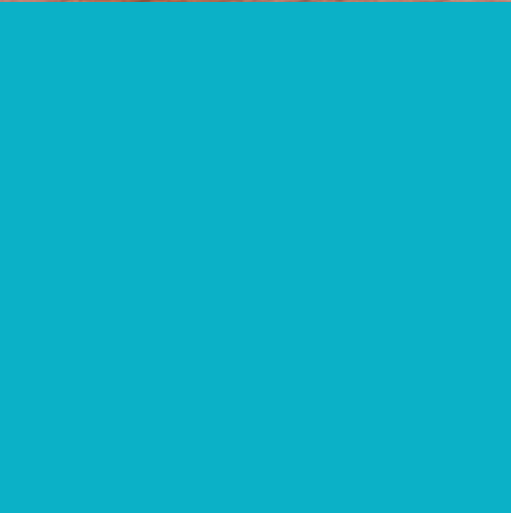
Éduc'alcool is pleased to present this guide to help you plan a stress-free gathering that you and your guests will enjoy. We hope it will make you an impeccable host, and your evening a great success.

When you throw a party, you want your guests to enjoy themselves and return home safely, without endangering themselves or others. You certainly don't want anything unpleasant to happen to anyone while they are in your home, on your property or at an event you have organized. A little advance planning and awareness of the kind of issues that might arise can go a long way toward reducing the risk of drinking-related problems, while making it easier for you and your guests to have a good time.

No matter where your event is held, the last thing you want is for someone to start a fight, fall down the stairs, or get behind the wheel after drinking too much and then have an accident. Serving someone enough alcohol to make him or her drunk does nobody any favours: it's not good for the person, it's not good for the other guests and it's not good for you. When you entertain, it's your responsibility to protect all your guests, including those who are no longer fully in control of themselves because they have drunk too much.

It pays to think ahead. Prepare carefully for your party and follow the advice in this guide: it can help you protect people from the moment they arrive. We know how much you care about your friends, family and guests. This guide will help you organize an event where everyone is safe. You can relax and enjoy every moment, knowing you've created a friendly, comfortable environment full of good cheer.

After all, whatever the circumstances, moderation is always in good taste.



15

practical
tips



1

Keep a clear head

Don't drink too much! As the host, you'll stay on top of the situation and avoid potential problems when you're able to think clearly and react quickly.

4

Measure up

Serve standard drinks (see below). Don't serve doubles or shots. Use a standard jigger for measuring. If it's a big party, consider hiring a responsible-service-trained bartender.

5

Chow down

Be sure to provide enough food. If you are not serving a meal, offer snacks that are high in protein and carbohydrates, or that have a high water content. Avoid serving salty, sweet or greasy foods, which make people thirstier. Alcohol is generally absorbed more quickly when people drink on an empty stomach. Conversely, it is absorbed more slowly when people eat while they are drinking.



2

Think ahead

Have a plan for dealing with guests who drink too much. Before the party begins, ask someone reliable to help you keep things under control. If someone is drinking too much, strike up a conversation and offer the person something to eat and a non-alcoholic beverage. Never let children serve drinks and never let them out of your sight.

3

Get people home safely

Find out what kind of transportation your guests will be using and make sure they can get home safely. Encourage the use of designated drivers and keep cash and telephone numbers on hand for taxis. Know who plans to drive after the party and serve them accordingly. Be prepared to take away the car keys and put people up for the night, if it comes to that.

6

Offer non-alcoholic options

Always provide low-alcohol or non-alcoholic beverages. Drinking alcohol should never be seen as an obligation, and providing a variety of beverages shows respect for your guests.



7

Respect that no means no

Never push drinks on anyone. If a guest refuses an alcoholic beverage, offer something non-alcoholic. And don't force non-drinkers to make their choice public: serve non-alcoholic beverages in the same glasses that everyone is using.

8

Know when enough is enough

If guests say “no more, thanks,” don’t insist. Hospitality is not about how many drinks you pour. A good host will never badger a guest about drinking.

9

Don’t rush it

Wait for glasses to be empty and take your time before offering refills. This helps people keep track of how much they are drinking.



12

Set out the tables

Make sure there are enough tables and surfaces where people can put their drinks. People tend to drink more - and more quickly - when they have to hold their glasses all the time.

13

Don’t get too active

Don’t plan any physical activity when you serve alcohol. People are generally more prone to injury or mishap after drinking.



10

Keep the water coming

Make sure water is readily available and do keep water glasses filled. Drinking a glass of water after every alcoholic drink is a good way to avoid dehydration.

11

Beware the fizz

If you're serving an alcoholic punch, don't forget that a carbonated base accelerates the effects of alcohol. Alcohol is absorbed more quickly when it is combined with carbonated mixers.

14

Say no to drinking games

Drinking games (in which the losers have to drink) promote excessive drinking over a short period of time and can lead to potentially fatal alcohol poisoning. Plan the kind of activities where alcohol is not the focus. That way, guests are less likely to fall back on alcohol to "loosen up."

15

Plan the last call

Never serve enough alcohol to get your guests drunk. Stop serving alcoholic drinks about an hour before the party ends. Bring out dessert and coffee or non-alcoholic beverages.



Use **without** moderation

4 tools
to help you
drink smarter



Alternalcohol



**Standard
Drink Server**



Calcoholator



**Count
Your Drinks**

A standard drink

There is the same amount of alcohol in one regular **beer** (340 ml/12 oz, 5% alcohol), one glass of **wine** (140 ml/5 oz, 12% alcohol), one glass of **fortified wine** (85 ml/3 oz, 20% alcohol) and one glass of **spirits** (45 ml/1.5 oz, 40% alcohol).

Each of the above is considered a standard drink.

As for **cider, malt liquor and premixed drinks**, which are generally, but not always, served in a 140 ml/5 oz glass, you have to read the label to see the alcohol percentage, which varies between 2.5% and 20%.



Glass of beer
340 ml/12 oz
5% alc./vol.

=



Glass of wine
140 ml/5 oz
12% alc./vol.

=



Glass of fortified wine
85 ml/3 oz
20% alc./vol.

=



Glass of spirits
45 ml/1.5 oz
40% alc./vol.

=



Glasses of cider
140 ml/5 oz
6% alc./vol.

Keeping it legal... and covered

Need a permit?

You do not need a permit from the Régie des alcools, des courses et des jeux (RACJ) if you are serving alcohol at no charge in your home, your secondary residence or your place of business.

However, if you hold a reception in a public place on the occasion of some special event (a wedding, a celebration, a fund-raiser for a non-profit organization or a sports league, etc.), and you are going to serve alcohol, you must have a reunion permit to serve. If you sell alcoholic beverages at such a gathering, you will need a reunion permit to sell. These permits may be obtained by contacting the RACJ.

Additional information about permits is available at the RACJ website (www.racj.gouv.qc.ca) or by calling the Régie's Customer Service department at one of the following numbers: Quebec City: (418) 643-7667, Montreal: (514) 873-3577, elsewhere in Quebec: 1 800-363-0320. Business hours are 8:30 a.m. to noon and 1 p.m. to 4 p.m.

Got insurance?

Check the liability coverage in your home insurance policy. Limit potential problems by contacting your insurance provider to make sure you understand your risks and responsibilities.



Tenacious myths about drinking

Myths and facts

M There's no harm in getting hammered if you do it only now and then.

F Excessive drinking, even infrequently, can cause serious damage to your body that you probably won't even notice. Women should have no more than 2 drinks a day and men, no more than 3. Occasionally, women may have up to 3 drinks and men, 4, provided that the weekly total is no more than 10 drinks for women and 15 for men.

M Eating a big meal before drinking will keep you sober.

F Food in your stomach only delays the passage of alcohol into the bloodstream. A full stomach won't keep you from feeling the effects of alcohol or getting drunk.

M You'll get drunker if you drink hard liquor than if you stick to wine or beer.

F There is the same amount of alcohol in one regular beer (340 ml/12 oz, 5% alcohol), one glass of wine (140 ml/5 oz, 12% alcohol), and one glass of spirits (45 ml/1.5 oz, 40% alcohol). Each of these is considered a standard drink.

M Switching between beer, wine and spirits will make you drunker than if you stick to just one type of alcohol.

F Your blood alcohol content (BAC) - the percentage of alcohol in your blood - is what counts, not the type of alcohol you drink.

M I'm just drinking beer or spritzers. That can't do any permanent damage.

F Any kind of alcohol, if consumed irresponsibly and abusively, can seriously damage your digestive system, your brain, your heart, your liver, your stomach and other vital organs. Not to mention that it could also shorten your life by a number of years.

M I can drink as much as my boyfriend / husband.

F It takes less alcohol for a woman to become intoxicated because women process alcohol differently than men. If a woman and a man of the same height and weight drink the same amount of alcohol, the woman's blood-alcohol content will still be higher.

M Alcohol gives you energy.

F Actually, the opposite is true. Alcohol is a depressant that slows your ability to think, speak and move. Your perception, coordination and judgement will all be affected before you notice any physical signs of impairment.

M You'll sleep better after a few drinks.

F Alcohol may help you fall asleep, but it interferes with the quality of sleep and cuts down on the amount of restful sleep you get.

M A cold shower and a cup of coffee are good ways to sober up.

F They may make you feel clean and awake, but time is the only thing that will sober you up. Coffee is a stimulant - it will keep you awake but it won't make you sober.

M Alcohol makes you sexier.

F Alcohol may make you less inhibited, but physiologically, it impairs performance. Also, you may end up engaging in something you hadn't planned on, including unprotected sex. And that could result in unwanted pregnancy and/or sexually transmitted diseases (including HIV). Not sexy at all.

M If people pass out after drinking, it's best to let them sleep it off.

F Never leave an unconscious person alone. Have someone call 911 for medical assistance. Roll the person onto his or her side, place the head to the side as well, and keep him or her in this position until help arrives.





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