

Levy

SERVSAFE

RESPONSIBLE ALCOHOL SERVICE

VOLUNTEER / TEMP / SUBCONTRACTOR

USER GUIDE | 2023



VOLUNTEER / TEMP / SUBCONTRACTOR SERVSAFE REQUIRED TRAINING

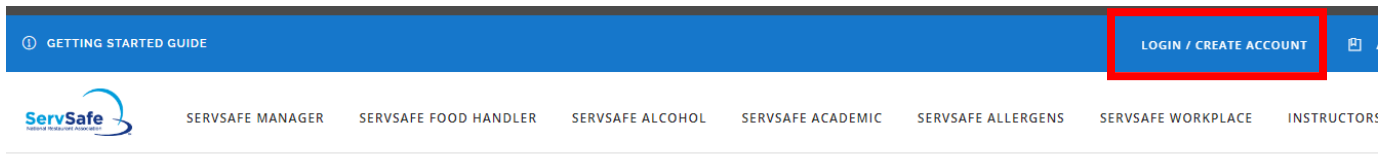
One may not sell or serve alcohol at any Levy locations unless they have completed the required training below. If you have any questions, please reach out to your Levy HR partner.

1. Watch a short Levy orientation video found at <https://npo-training.videoshowcase.net>
2. It is legally required to complete ServSafe Alcohol Certification training. This state-recognized certificate is valid for three (3) years

If you already have a valid ServSafe Alcohol certification (or state-specific required equivalent), you do not need to complete.

To complete ServSafe Alcohol Certification, follow the steps below:

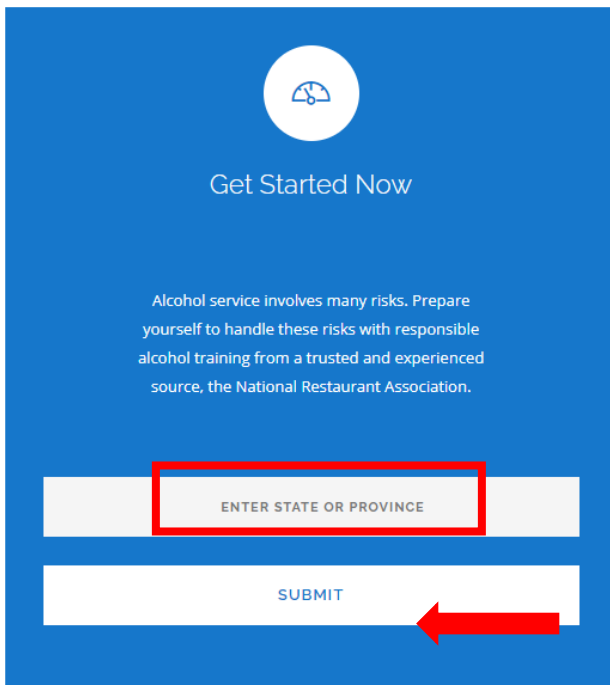
Go to www.servsafe.com and create a profile if you do not already have one



After logged in, click on ServSafe Alcohol at the top



Enter the state you're serving alcohol in and click Submit

A screenshot of a blue 'Get Started Now' form. At the top, there is a white circular icon with a blue scale of justice. Below the icon, the text 'Get Started Now' is displayed. A paragraph of text follows: 'Alcohol service involves many risks. Prepare yourself to handle these risks with responsible alcohol training from a trusted and experienced source, the National Restaurant Association.' At the bottom of the form, there are two white input fields. The first field is labeled 'ENTER STATE OR PROVINCE' and is highlighted with a red rectangular box. The second field is labeled 'SUBMIT' and has a red arrow pointing to it from the right.

Add the ServSafe Alcohol Online Course and Primary Exam – 3rd Edition to your cart



ServSafe Alcohol Online Course
and Primary Exam-3rd Edition

NOW IN ENGLISH AND SPANISH! -

SSAOLP3

\$30.00

ADD TO CART

Click [View Your Cart](#), then [Checkout](#)

Enter payment information then select [Continue](#)

Enter **LEVY23** in the coupon code field on the shopping cart page (this coupon gives you a 32% discount)

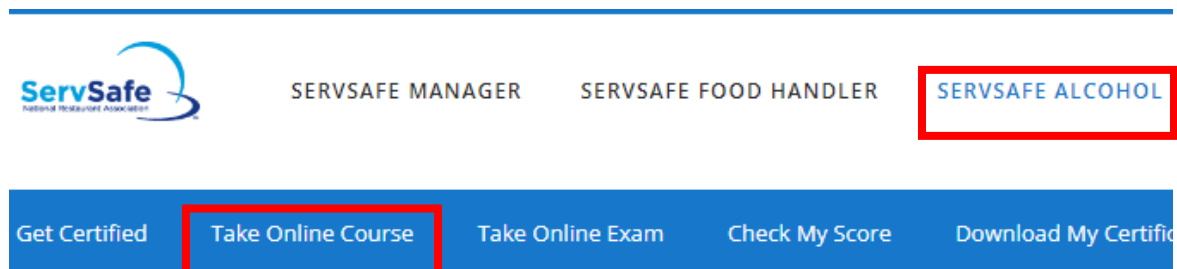
NOTE: this coupon code is ONLY applicable to anyone working at a Levy location – these codes are tracked and cannot be shared. Any distribution of this code outside of intended purposes may result in termination of the team member and associated group/company.

Click [Apply Coupon Code](#) and complete your payment process

To take your online course:

Click on [ServSafe Alcohol](#) at the top of the screen, scroll down and select [Take Online Course](#)

Click [Launch](#) next to the ServSafe Alcohol Course



Complete the online course. When finished click on [Take Online Exam](#).

Select the state specific alcohol exam from the dropdown options. If your state does not appear, select [Primary ServSafe Alcohol Exam](#)

Your exam access code will populate automatically, click [Continue](#) to start your exam

You will be notified if you have passed or failed immediately after the exam. After 48 hours you will be able to print your certificate any time you need it by going to Certificates, then View/Print Certificates. Certificates are valid for three years.