

UNC Charlotte Acknowledgment of Responsibility for Service of Alcoholic Beverages

This form must be completed and approved at least 72 hours in advance of the event. Approval must be obtained between 8:00 am and 5:00 p.m., Monday through Friday. You must read the full UNC Charlotte Policy on Alcoholic Beverages (Policy Statement #57), available upon request in the University Reservations Office or online at <http://www.uncc.edu/policystate/ps-57.html>.

Date of Application: _____

Sponsoring UNC Charlotte Group/Organization/Department: _____

Type of Event: _____

Date of Event: _____ Time of Event: _____

Location of Event: _____

Estimated Attendance: _____

The following Alcoholic Beverages only will be served at the event (initial each that will be served):

Beer Unfortified Wine Spirituous Liquor Fortified Wine Mixed Beverages

[NOTE: Service of Spirituous Liquor, Fortified Wine, or Mixed Beverages is allowed only upon special written permission of the Chancellor, and an ABC permit is required. See Section V.C and Appendix II "Special Circumstances Approval Form" of the Alcoholic Beverages Policy.]

Event is BYO: no: yes:

Period of Service of Alcoholic Beverages (limit 2 hours): _____

Organization or Individual Donating Alcoholic Beverages to be Served:

I. In connection with the event, the undersigned agree(s) to be present throughout the event in order to assure compliance with each of the following requirements:

- A. Only the alcoholic beverages indicated above will be served or permitted at the event.
- B. State law regarding purchase and transportation of alcoholic beverages to be served will be observed. State law prohibits possession of more than 80 liters of beer or more than 20 liters of unfortified wine without an ABC permit, except that possession of an unlimited amount of beer in kegs is permitted without an ABC permit.
- C. No person under the age of 21 years will be served alcoholic beverages at the event. Undersigned understand(s) that it is a violation of State law to give, sell, or furnish alcoholic beverages to any person not at least 21 years of age, or to aid or abet such person in possession or consumption of alcoholic beverages. Proof of age may be required for any person requesting an alcoholic beverage.
- D. No noticeably intoxicated person will be allowed to attend the event or will be served an alcoholic beverage. Noticeably intoxicated persons may be asked to leave the event/facility.

- E. No Sale of any alcoholic beverage will be permitted. Undersigned recognize(s) that State law prohibits "camouflaged sale," such as requiring purchase of admission tickets or making a donation, in order to receive alcoholic beverages. The undersigned will maintain financial records to demonstrate that alcoholic beverages served at the event were not purchased with proceeds from either ticket sales, attendance donations, or any other "camouflaged sale."
- F. No persons except those specifically invited and their guests accompanying them will be permitted to attend the event.
- G. All advertising of the Service Events is prohibited. Attendance at Service Events is by invitation only. Advertising related to "BYO" or "BYOB" events shall make no reference of any kind to alcoholic beverages or their use at the event or state or imply that excessive drinking is encouraged. The simple reference "BYO" or "BYOB" is permitted in advertising.
- H. The maximum amounts of beer and unfortified wine permitted at the event are:
 - 1 keg or 7 cases (12 oz.) of beer per 50 persons estimated attendance, or
 - 3 liters of unfortified wine per 10 persons estimate attendance, or
 - a proportionate combination of beer and unfortified wine
- I. Attendance will not exceed the safety capacity of the facility.
- J. Non-alcoholic beverages will be available at the same place as alcoholic beverages and featured as prominently as the alcoholic beverages.
- K. Food items will be provided, proportionate to attendance.
- L. Persons attending will not be permitted to carry in alcoholic beverages, except at an approved BYO event.
- M. The period during which alcoholic beverages are served will not exceed 2 hours.

II. THE UNDERSIGNED HAVE (HAS) READ THE UNC CHARLOTTE POLICY ON USE AND CONSUMPTION OF ALCOHOLIC BEVERAGES (POLICY STATEMENT #57). THE UNDERSIGNED HAVE (HAS) READ, UNDERSTAND(S), AND AGREE(S) TO COMPLY WITH THE REQUIREMENTS SET FORTH IN SECTION I ABOVE, AND UNDERSTAND(S) THE POTENTIAL CONSEQUENCES FOR FAILURE TO COMPLY AS SET FORTH IN SECTION II. THE UNDERSIGNED SPECIFICALLY UNDERSTAND(S) THAT FAILURE TO COMPLY WITH THE LAW AND UNIVERSITY POLICY IN CONNECTION WITH THE SERVICE OF ALCOHOLIC BEVERAGES AT THIS EVENT MAY RESULT IN ANY OR ALL OF THE FOLLOWING:

- A. SUSPENSION OF GROUP AND/OR INDIVIDUAL UNC CHARLOTTE FACILITY USE PRIVILEGES.
- B. UNIVERSITY DISCIPLINARY ACTION AGAINST THE ORGANIZATION OR INDIVIDUAL.
- C. PERSONAL CIVIL LIABILITY FOR INJURIES RESULTING FROM THE SERVICE OF ALCOHOLIC BEVERAGES AT THE EVENT.
- D. CRIMINAL LIABILITY FOR VIOLATION OF STATE ALCOHOLIC BEVERAGE LAWS.

Signed: _____ Date: _____

Signed: _____ Date: _____

UNC Charlotte Special Circumstances Approval Form

Individual or Group _____

Telephone Number of Requester _____ Date of Event _____

The following exceptions to the UNC Charlotte Alcoholic Beverages Policy (PS #57) are requested:

_____ Service, possession, or consumption of Spirituous Liquor, Fortified Wine, or Mixed Beverages at an event in one of the following locations:

- Cone University Center rooms the cafeterias Cone Center Plaza
- the Rathskellar Student Activity Center
- Other (complete Alternative Event Location Request below)

*A Limited Special Occasion Permit must be obtained from the North Carolina ABC Board and attached to this form prior to University approval of the above-requested exception to the provisions of the Alcoholic Beverages Policy. For information about obtaining a Limited Special Occasion Permit, call the local ALE at 342-6322.

- ABC permit attached (**will apply for permit if service of liquor is approved**)

Alternative Event Location Request:

- Service, possession, or consumption of alcoholic beverages at an event on University property other than the Cone University Center rooms, Cone Center Plaza, Student Activity Center, the cafeterias, or the Rathskellar:

Alternative Event Location Requested _____

- Other Exception Requested:

Specify: _____

Signature of Requester _____ Date of Request _____

THE REQUESTER SHOULD RETURN THIS FORM TO THE UNIVERSITY RESERVATIONS OFFICE, ALONG WITH A COMPLETED "ACKNOWLEDGMENT OF RESPONSIBILITY" FORM AND AN ABC PERMIT, IF APPLICABLE. THE RESERVATIONS OFFICE WILL SUBMIT THIS FORM TO THE CHANCELLOR FOR APPROVAL.

THE ABOVE-REQUESTED EXCEPTIONS TO THE PROVISIONS OF THE ALCOHOLIC BEVERAGES POLICY SHALL NOT BE ASSUMED TO BE APPROVED BY THE CHANCELLOR UNTIL A SIGNED COPY HAS BEEN RETURNED TO THE REQUESTER.

Approved:

Signature of Chancellor _____ Date _____