

## **COMMUNITY UCC Alcohol Policies and Guidelines**

### **I. Intent and Authority**

The policies below are designed to ensure that use of alcohol at Community UCC:

- is in compliance with applicable laws and regulations and covered by insurance
- maintains a comfortable and safe environment for our church community and facility, consistent with our CUCC values.

The Coordinating Council reserves the right to change or waive these policies and guidelines and otherwise to prohibit, limit, condition, or restrict from time to time in its sole discretion the use of alcohol on the Church premises.

### **II. When Alcohol May Be Served**

#### ***A. Church Events***

Alcoholic beverages may be served at church events that meet all of the following conditions:

1. The consumption of alcohol is incidental to the main purpose of the sponsored activity.
2. There is no charge for the drinks or facility rental fee associated with the event (i.e., the beverages are not being sold, which would require a liquor license).
3. The event is primarily attended by church members or related to a religious service (e.g., a memorial service or wedding officiated by CUCC Clergy).
4. The event is primarily attended by adults (of legal drinking age), or youth present are primarily in a different area.
5. In cases that don't meet the above conditions, permission to serve alcohol may be granted on a case by case basis by the Coordinating Council.

#### ***B. Non-Church Events***

If the church is used by a church member, friend or a third party for a non-church event at which alcohol will be served, the user must:

1. Request permission from the Church Office to serve alcohol to invited guests only;
2. Identify the person who will be the Host in Section III; and
3. Provide a certificate of insurance, including host liquor liability, naming Community UCC as an additional insured.
4. Exceptions to the requirement for insurance may be granted to church members utilizing the church for a non-church related events and generally should be granted for events smaller than 25 people or when the service of alcohol is ceremonial or trivial.

### **III. Policies for Serving Alcohol**

At the time space is requested from the Church Office, all users (church members or others) must identify any event where alcohol will be served. When a Certificate of Insurance is required, it must be provided to the Church office prior to the event.

1. The chair of the group or a designated alternate ("Host") is responsible for ensuring that the following policies are followed.
2. Only beer and/or wine may be provided at any event.
3. Alcohol may only be served if food is also being served.
4. Written notices and invitations, if any, issued in advance of an event at which alcohol will be served, should indicate that alcohol will be served.
5. Non-alcoholic beverages must be available whenever alcoholic beverages are served.
6. It is recommended for larger events that at least one server be a certified bartender. Servers must be at least 21 years old.
7. Under no circumstances may alcohol be served to any person under 21. Servers must card any young adult before serving, or have a system (e.g., wristbands) to ensure that alcohol is not served to any person under 21.
8. When underage people are present at the event, Host should ask attendees not to leave their drinks unattended and Host should remove and dispose of unattended drinks periodically throughout the event.
9. Donations may be solicited to cover event expenses, but money may not be collected at the bar (i.e., in conjunction with the serving of alcohol).