

Policies and procedures governing the service of alcohol (beer and wine) on the CVCC campus or facilities must be followed by staff, students, alumni, guests, individuals and catering or organizations renting or leasing CVCC facilities. Any use, service or sale of alcohol not authorized by this policy is prohibited.

Alcohol service is permitted only at times and locations approved pursuant to this policy (see policy 2.1.7 for campus alcohol policy). Service of alcohol at any other time or on any part of the CVCC campus is not permissible.

Organizations and individuals who rent or lease any portion of the CVCC campus or any other facility may provide alcohol service upon compliance with this policy and approval of the CVCC President. Said organizations seeking to serve alcohol shall:

1. Submit a copy of the certificate of general liability insurance policy demonstrating coverage for any claims or causes of action arising from the service of alcohol. Said liability insurance policy shall have limits of liability of not less than \$1,000,000.00 per incident and \$3,000,000.00 aggregate, and shall name CVCC as an additional insured (which includes liquor liability). Provision of the certificate should occur one week in advance of the event.
2. Assume all liability and hold CVCC harmless for any and all claims which arise as a result of the use of the CVCC campus or facility, including but not limited to any claims which arise as a result of the service of alcohol.
3. Indemnify and hold harmless CVCC from any and all claims which arise as a result of the use of the CVCC campus or facility, including but not limited to any claims which arise as a result of the service of alcohol.
4. Abide by the following rules and regulations:
 - A. Bar services may only be open and available for a maximum of _ hours per event;
 - B. CVCC Campus Security shall be required onsite during the entirety of the event at which alcohol will be served and the organization will be charged for the cost of security;
 - C. All alcohol shall be served by an approved bartender and/or caterer insured under the policy of insurance referenced above;
 - D. All required North Carolina Alcoholic Beverage Commission permits must be obtained and provided prior to commencement of the event;
 - E. No alcohol may be sold at any event which is open to the general public for which no ticket is required.
 - F. Individuals renting any portion of the campus or facilities may not sell alcohol.

All applicable permits, certifications and proof of insurance must be presented to the facility director at least one week prior to the scheduled event. No alcohol may be served in the event the

applicable permits, certifications and proof of insurance are not provided as required by this policy. Failure to present the required documentation and denial of the right to serve alcohol does not release the lessee of the portion of the CVCC campus or facility from its/ his contracted financial obligation.

Alcohol shall not be offered on a self-service basis. No “brown bagging” is permitted. All Catawba County and Alexander County ordinances and regulations as well as North Carolina law (including but not limited to permitting requirements) apply to events held on the CVCC campus or any other CVCC facility.

Proof of proper identification is required prior to the service of alcohol. The lessee and any caterer or bartender shall not serve alcohol to any person under the age of 21. No intoxicated individual shall be served alcohol.

Service of alcohol must cease sixty minutes prior to the scheduled end of any event. All alcohol must be secured at the time service ceases.

APPLICATION TO SERVE ALCOHOL AT CAMPUS EVENTS IS LOCATED AT THE END OF THIS DOCUMENT

**Catawba Valley Community College
Application – Serving Alcohol On Campus**

Alcohol service is permitted only at times/locations approved pursuant to policy 6.6 Service of alcohol at any other time or on any part of the CVCC campus is not permissible (policy 2.1.7).

All requirements in Policy 6.6 (included below) must be followed and proper certificates, etc. submitted in a timely manner as requested.

Name of Organization: _____

Campus Location Requested: _____

Date/Time: _____

I have read and agree to the guidelines in CVCC Policy 2.2.5:

Signed: _____ Date _____

CVCC Approval: _____ Date _____

Organizations and individuals who rent or lease any portion of the CVCC campus or any other CVCC facility may provide alcohol service upon compliance with this policy and approval of the CVCC President. Said organizations seeking to serve alcohol shall:

5. Submit a copy of the certificate of general liability insurance policy demonstrating coverage for any claims or causes of action arising from the service of alcohol. Said liability insurance policy shall have limits of liability of not less than \$1,000,000.00 per incident and \$3,000,000.00 aggregate, and shall name CVCC as an additional insured (which includes liquor liability). Provision of the certificate should occur one week in advance.

6. Assume all liability and hold CVCC harmless for any and all claims which arise as a result of the use of the CVCC campus or facility, including but not limited to any claims which arise as a result of the service of alcohol.
7. Indemnify and hold harmless CVCC from any and all claims which arise as a result of the use of the CVCC campus or facility, including but not limited to any claims which arise as a result of the service of alcohol.
8. Abide by the following rules and regulations:
 - G. Bar services may only be open and available for a maximum of ___ hours per event;
 - H. CVCC Campus Security shall be required onsite during the entirety of the event at which alcohol will be served and the organization will be charged for the cost of security;
 - I. All alcohol shall be served by an approved bartender and/or caterer insured under the policy of insurance referenced above;
 - J. All required North Carolina Alcoholic Beverage Commission permits must be obtained and provided prior to commencement of the event;
 - K. No alcohol may be sold at any event which is open to the general public for which no ticket is required.
 - L. Individuals renting any portion of the campus or facilities may not sell alcohol.

All applicable permits, certifications and proof of insurance must be presented to the facility director at least one week prior to the scheduled event. No alcohol may be served in the event the applicable permits, certifications and proof of insurance are not provided as required by this policy. Failure to present the required documentation and denial of the right to serve alcohol does not release the lessee of the portion of the CVCC campus or facility from its/ his contracted financial obligation.

Adopted: August 26, 2022