

University Policy 706, Alcoholic Beverages

Appendix I

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 (University Policy 706), available upon request in the Conferences, Reservations & Event Services Office or online at http://legal.uncc.edu/policies/up-706.

Date of Application: _____

Sponsoring UNC Charlotte
Group/Organization/Department: _____

Type of Event: _____

Date of Event: _____ Time of Event: _____ am/pm to _____ am/pm

Location of Event: _____

Estimated Attendance: _____

Will there be a charge or fee for attendance at the event? ____ Yes ____ No

Is the event a fundraising event for a non-profit organization? ____ Yes ____ No

If Yes, name of nonprofit organization: _____

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 applicable Approving Authority. See Section V.C and Appendix II "Special Circumstances Approval Form" of the Alcoholic Beverages Policy.]

Event is BYO: _____

Period of Service of Alcoholic Beverages (limit 2 hours):_____ am/pm to _____ am/pm

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. (Common Source Containers are prohibited within any Campus residence building and in all Campus outdoor areas. Common Source Containers are prohibited at events sponsored by student organizations.) (For information about obtaining a Limited Special Occasion Permit, call the local Alcohol Law Enforcement (ALE) office at 342-6322, visit the NC Alcoholic Beverage Control Commission website at <http://www.ncabc.com/>, or call the NCABCC in Raleigh at (919)-779-0700.)

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. There is no fee being charged to attend this event, unless it is a ticketed fundraising event sponsored by the University, non-profit organization that is an Affiliated Group, Non-Affiliated Group, or Sponsored Non-Affiliated Group, and the proper ABC permit is acquired.

F. No persons except those specifically invited and their guests accompanying them will be permitted to attend the event.

G. All advertising of 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 (University Policy 706). 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: _____

Signed: _____ Date: _____

Signed: _____ Date: _____

This completed "Acknowledgment of Responsibility" form must be returned to the appropriate Approving Authority:

- Conferences, Reservations & Event Services Office for events on Campus (other than the residence areas, the Harris Alumni Center, and the City Center Building);
- Vice Chancellor for University Advancement or designee for events at the Harris Alumni Center;
- Provost and Vice Chancellor for Academic Affairs or designee for events at UNC Charlotte Center City;
- Housing and Residence Life Office for events in the residence areas.

This form must be submitted between 8:00 a.m. and 5:00 p.m. on Monday through Friday, and not later than 72 hours in advance of the Group Event.