**Facility Rental/Use Agreement – Alcohol Requirements and Restrictions**

        All alcoholic beverages used at City facilities shall be purchased, dispensed, sold and/or consumed in compliance with all state and local laws, codes and regulations.

        Minors shall be accompanied by a responsible adult at events where alcohol is served. Minors shall not be served alcoholic beverages.

        Before selling or distributing alcohol to an individual, servers shall require government-issued photo identification to determine age.

       Individuals of legal drinking age shall be identified with wrist bands or hand stamps.

        All employees, volunteers or other event workers engaged in the provision, dispensing or sale of alcoholic beverages shall be at least 21 years of age.

        Employees, volunteers and event workers shall be informed of the potential for litigation involving the misuse of alcoholic beverages and provided with the knowledge necessary to lessen the likelihood of such legal action. Servers shall be trained in the monitoring of consumption to prevent underage drinking and over consumption by persons of legal drinking age.

        Lessees are encouraged to provide safe transportation options for impaired patrons or attendees.

        All bottles shall be retained in the bar area. All beverages shall be served in unbreakable cups.

        Lessees shall designate one or more representatives to be available to those performing bar, door, or floor duties, as well as attendees, to manage problems, concerns, or other issues that may result from the consumption of alcohol.

        Should lessees become aware of a situation that could lead to disruption, injury or property damage, they shall take immediate action to prevent patrons or attendees from engaging in such conduct.

        Lessees shall notify Police of any potentially disruptive, injurious or damaging situations that they cannot immediately mitigate.

Any group that permits carry-in alcohol should have host liquor liability insurance and should name the City an additional insured. This can be accomplished if the group gets special event coverage through the Alliant program. If they don’t use the Alliant program, the group will need to provide you with a certificate of insurance verifying that they have such coverage from their own insurer.

Regarding **City sponsored events** with carry-in alcohol, the City has host liquor coverage through MVRMA. It is advisable that the City adopt an internal policy for such occasions. The bullet point list for third party events shown above is a good place to start for that policy.