

Request for Approval to Serve Alcoholic Beverages and Agreement The University of North Carolina at Greensboro

Sponsor:	
Designated Supervisor:	
Address:	
Phone (including area code):	
Is the Supervisor at least 21 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Date of event:	Estimated attendance:
Beginning time: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Ending time: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
Location:	
Has permission to use the facility been granted by the facility director? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of event:	

Times that alcoholic beverages will be served during the event (may not exceed two hours).	
Begin: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	End: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
Begin: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	End: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
Will any person under age 21 be solicited or invited to attend? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If the answer is yes, describe the precautions that will be taken to ensure that persons under 21 years of age are not served alcoholic beverages (e.g., "IDs will be checked for anyone whose age is in question.")	
What is the source of funds for the purchase of alcoholic beverages? (Note: State funds may not be used for the purchase of alcoholic beverages. Discretionary funds may be used or the alcohol may be donated.)	
What alternate nonalcoholic beverages and food will be offered at the event?	
Are attendees being charged anything to attend this event? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are attendees required to make a donation in order to attend this event? <input type="checkbox"/> Yes <input type="checkbox"/> No	
(Note: If the answer to either question is yes, the service of alcohol will be considered a "sale" and the event may only be held at one of the following "performing arts center" locations: Aycock Auditorium, Taylor Theatre, the School of Music Recital Hall, the prefunction area of the Elliott University Center Auditorium, Cone Ballroom in the Elliot University Center, the Weatherspoon Art Gallery, and the Dance Theatre. An appropriate permit must be obtained from the ABC Board and attached to this request.)	

What type of alcoholic beverages will be served? Check all that apply.			
Beer <input type="checkbox"/>	Wine <input type="checkbox"/>	Fortified wine <input type="checkbox"/>	Mixed beverages <input type="checkbox"/>

Terms and Conditions of Approval

In consideration of approval to hold the event at the requested location and to serve alcoholic beverages I agree on behalf of the Sponsor to the following terms and conditions:

1. I have read the *UNCG Policies and Procedures for Use of Alcoholic Beverages on Campus* and certify that this request is in accordance with these Policies and Procedures. I further certify that the serving of alcoholic beverages at this event will be conducted as described in this Request For Approval and in compliance with *UNCG Policies and Procedures for Use of Alcoholic Beverages on Campus*, and will be conducted in compliance with state and local law.

2. That Sponsor agrees to indemnify and hold harmless, the State of North Carolina and the University of North Carolina at Greensboro for any and all losses, including legal fees, resulting from the use of alcoholic beverages at the sponsored event. (This provision does not apply if the University is the Sponsor.)

3. That approval of this Application and Agreement is expressly conditioned upon the Sponsor's full compliance with the *UNCG Policies and Procedures for the Use of Alcoholic Beverages on Campus*, obtaining the necessary ABC permits, and submission of a copy to the University Counsel at least one business day prior to the event. Failure to comply with these conditions will automatically void the approval.

Supervisor:
Title of supervisor:
Date:

Approved:	Disapproved*:
Comments:	
University Counsel:	Date: