

ALCOHOL REQUIREMENTS AND SERVICE POLICY

The *Furth Center* management must approve all consumption of alcoholic beverages. The *Furth Center* has the right to provide full beverage services to users of the facility. The *Furth Center* may allow the facility user to provide their own beverage service if the facility user can demonstrate it is able to follow the requirements as outlined below and signs a copy of the "Alcohol Serving Agreement."

Special Note: Furth Center Managers will not allow guests at a public or private event to become intoxicated and will take steps to insure this does not happen. The Furth Center Managers are required to "cut people off" who appear to be intoxicated or are concerned that they are using poor judgment in their drinking behavior. If a person does not comply with this request, they will be asked to vacate the facility. The Furth Center Managers can close the bar at any time, and can terminate the event if problems occur. If needed the Furth Center will seek immediate assistance from the police to insure all policies are followed.

Events serving alcohol must observe and follow the "Alcohol Serving Policy to serve Alcohol" at The *Furth Center*. Failure to follow these regulations may result in the event being terminated immediately.

1. Events are limited to serving alcohol for no more than 5 hours.
2. Guests are only allowed to receive one drink per service.
3. If minors present, alcohol can not be put on the tables without special precautions.
4. The facility user must serve food during the entire time that alcohol is being served.
5. Alcohol must be less than 50% of the selection of all beverages being served.
6. There must be a bartender dispensing the alcoholic beverage who is not a guest nor drinking alcohol.
7. The facility user must post the names and phone numbers of Cab Companies by the bar.
8. The facility user must provide a copy of Insurance for Public Liability, Property Damage, and Host Liquor Liability in the amount of \$1,000,000.
9. The Facility user must inform the Furth Center of all types of alcohol being served. No additional alcohol may be served without approval from the Furth Center. Violations will result in losing deposit.
10. The facility user must provide security if alcohol is being served. There must be 1 guard per 50 to 100 guests, based upon the amount of alcoholic beverages being served and the duration of the event.
11. Violation of the quantity of Alcohol or number of guests exceeding 10% may result in loss of deposit
12. Alcoholic beverages and Keg Beer must be dispensed in Clear Cups. Client is responsible to supply cups.
13. Keg Guide: when serving only beer: under 100 people = ½ keg, up to 200 people = 1keg; up to 300 = 2kegs; up to 400= 3kegs; With wine and other alcohol: less than 150 people = ½ keg; up to 250 = 1 keg; up to 350 =2 kegs; up to 450=3 kegs. **SUBJECT TO APPROVAL BY THE FURTH CENTER.**
14. Wine/Champagne/Beer and other alcoholic beverages cannot exceed a total of more than 3 glasses per person.

Private events that do not require an ABC license include weddings, anniversaries, and any other private function that is free of charge to the guests (no money changes hands), and is closed to the public. All functions must agree to and sign the "Alcohol Serving Agreement."

ALCOHOL SERVING ARRANGEMENTS

Type of Event _____ Number of Guests _____

Alcohol: Beer _____ # of Kegs _____, Wine/Champagne? _____, 5hr service _____ to _____
Hard Alcohol? _____ How much and What Kind? _____
Bartenders: _____ Schedule _____

Name of Event _____ Date _____

Event Producer _____

Event Producers Signature

Furth Center

By signing this policy sheet the event producer takes full responsibility for all alcohol being served and the behavior of all of your guests and vendors.