

TOWN OF ROCKINGHAM ALCOHOL USE POLICY

The Town of Rockingham encourages and welcomes residents and visitors to enjoy the various town-owned facilities for special events and functions. In order for the Town to ensure the health and safety of its participants, and the protection of municipal property, this policy for the use of alcohol during events and functions has been developed.

The risk of liability is high when an impaired driver leaves an event where alcohol is served. Event organizers must assume responsibility for promoting safe transportation for all patrons consuming alcohol.

Renters of municipal facilities will be required to understand this Alcohol Use Policy and must complete the attached form prior to the event.

Insurance: The renter of an event to be held on municipal property where alcohol will be served is required to provide proof of liability insurance naming the Town of Rockingham as co-insured, in the amount of one million dollars. Proof of insurance is required 10 days prior to the scheduled event. If the renter does not currently have liability insurance, information is attached on Tenant User Liability Insurance Policy (T.U.L.I.P.) through the Vermont League of Cities & Towns.

Below are the requirements which must be followed during the event where alcohol is served:

- Alcohol may only be served in the area specified on the form.
- All applicants requesting the serving of alcohol must first submit to the Selectboard a detailed outline of when and where alcohol would be served and consumed.
- All applicants must acquire the services of a State of Vermont licensed caterer.
- All entrances and exits must be monitored by responsible person(s) meeting the age of majority at all times.
- Garbage cans must be placed at all exits.
- A specific announcement must be made before the event that alerts patrons “that no alcohol is allowed out of the building, or specified area, and to kindly discard all containers in available receptacles”
- Additional signage must be placed at all exits reading “No Alcohol Beyond This Point. Please discard your trash into the garbage before exiting.”
- Containers used for alcohol may only be made of plastic or paper.
- Containers must be filled according to liquid/container ratios (wine = 5:10 ounces and beer = 12:16 ounces).
- The Town of Rockingham reserves the right to deny permission for alcohol consumption or to curtail the above guidelines for any potential lessor, as well as to constrain where alcohol is allowed during an event.

The Town of Rockingham reserves the right to deny a request to serve alcohol in or on municipal property at any time.

Approved by Rockingham Selectboard - August 3, 2010

TOWN OF ROCKINGHAM

Application for Use of Alcohol on Municipal Property

Name of Event:

Name of person and/or group sponsoring this event:

Date of Event: _____ Time of Event: _____

Name of Licensed Caterer:

Insurance Carrier: (attach Certificate of Insurance naming Town of Rockingham co-insured)

I have reviewed the Town of Rockingham Alcohol Use Policy and understand all rules and regulations outlined in said policy. I agree to comply with all aspects of the policy during the above event.

Print Name

Signature

Request to serve alcohol on Town of Rockingham property will be reviewed at the Rockingham Selectboard Meeting on _____. You, or a representative from your event, must be present to discuss this request at this meeting. Failure to appear will result in denial of the request.

The Rockingham Selectboard, at its meeting held on _____

Approved _____ Denied _____ the request.

Date

Selectboard Chair (or authorized representative)