

FIRST CHURCH OF CHRIST IN MANSFIELD (CONGREGATIONAL) UCC

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Alcohol Use and Consumption Policy

In the interest of permitting the appropriate use of beer and wine, the Governing Board of the First Church of Christ in Mansfield (Congregational) UCC (herein referred to as "FCC" or "the Church") has approved the following policy to govern the safe use of beer and wine in connection with functions held on church property. It is anticipated that the use of beer and wine beverages on church property will only be incidental to, and not the focus of, the event where provided, and the consumption will be modest.

The use and consumption of alcoholic beverages shall be in accordance with the provisions shown below as well as all applicable laws of the state of Connecticut including, but not limited to, laws prohibiting providing alcohol to minors or serving persons who are intoxicated and in some circumstances the requirement to obtain a Temporary Liquor Permit ("TLP"). Information regarding the possible need for and the procedure to obtain a TLP can be obtained from the Department of Consumer Protection at www.ct.gov.dcp or telephone number 860 713-6100. If a TLP is required, it must be filed with FCC at least one (1) week before the event.

Policy Provisions

1. Beer and wine may only be served and consumed at events for church members or external parties renting FCC facilities.
2. The use, serving and consumption of alcoholic beverages is limited to Fellowship Hall and may not occur in other areas of the building or outside in the parking lots or elsewhere on the property.
3. All applicable state, local and federal laws and regulations with respect to alcoholic beverages must be adhered to by the leader or organizer of each event ("event organizer") and guests. It is the responsibility of the event organizer to ensure compliance.
4. The serving of beer and wine may not be the focus of the event. Moreover, beer and wine may be served only at an event where food is also served. Attractive non-alcoholic beverage alternatives to beer and wine must ALWAYS be provided. Beer and wine must be clearly labeled as such.
5. All functions that include alcohol service must submit an event plan to the Governing Board prior to the event. If time does not permit approval by the entire Board, the Pastor or a member of the Board may approve the plan on behalf of the Board. The event organizer must include in the event plan arrangements for a licensed bartender or caterer with alcohol awareness trained servers to serve alcoholic beverages.
6. Beer and wine must be served from a separate table from the non-alcoholic beverages.
7. The bartender or a designated server provided by the licensed caterer must staff the beer and wine table for the duration of the event and must abstain from consuming alcoholic beverages during their work shift.
8. Alcohol served is limited to beer and wine brought onto the church premises by the licensed caterer. Hard liquor is not permitted. Event attendees will not be allowed to "bring your own bottle" to any event.

9. Beer and wine may be sold as part of gift baskets at a fund raiser; however, the purchased alcohol may not be opened at the event. The basket must be clearly marked that it contains alcohol and may not be bid on by minors.
10. Beer and wine shall not be served to or by minors. No one under 21 may handle any container that has alcohol in it or has contained alcohol. This includes those who are serving and/or cleaning up.
11. The event organizer will inform the guests that open containers of alcohol (cups, beer cans, etc.) are not permitted outside the building and are restricted to Fellowship Hall.
12. The event organizer must assign a person or persons responsible for ensuring that all policy regulations are adhered to during the event, including proper identification checks to ensure no one under 21 is consuming alcohol.
13. Vendors or caterers providing alcoholic beverage service shall be covered by liability insurance for the duration of the event. Such insurance shall include liability and personal injury, property, casualty and liquor liability coverage of at least \$1,000,000 per occurrence and \$2,000,000 aggregate plus \$100,000 of property damage coverage naming the First Church of Christ in Mansfield (Congregational) UCC, its employees, Governing Board, officers, agents and volunteers as additional insureds. Such proof of insurance shall be received by FCC no fewer than ten (10) days before the event and shall be in the form of a "Certificate of Insurance" or specific "Event Insurance" issued by a licensed agency. Homeowners insurance generally does not provide the necessary coverage and is not an acceptable liability policy. Vendors or caterers providing alcohol service shall also provide proof of workers' compensation coverage of at least \$500,000.
14. It will be the duty of the event organizer to prevent any guest or patron from driving a motor vehicle if that person appears to be under the influence of alcohol. Alternative means of transportation must be clearly offered and readily procured.
15. Beer and wine must not be stored on site before or after the event. All items related to alcoholic beverage service must be removed after the event, including all bottles and cans.
16. This policy and a Facility Use Request and Agreement must be signed for each event.

I have read the above policy and understand the provisions as stated by the First Church of Christ in Mansfield (Congregational) UCC. I agree to follow the policy as stated and will also execute a Facility Use Request and Agreement.

Signature: _____ Date: _____

PRINTED NAME: _____

Email address _____ Phone _____

Group or Organization (if applicable) _____

Approval Signature by Authorized Church Representative: _____

Printed Name & Title: _____ Date: _____

(such action will be reported to the Board by the approver at its next meeting)