


Tennessee Valley Unitarian Universalist Church	Policy/Procedure: Alcohol on Church Property and at Church Events Primary Author – Jerry Bone	Document No: PP-002-03 Page 1 of 3
Procedure Approved by: Rev. Chris Buice, Sr. Minister		Signature/Date Signed  11/30/11

A. Purpose of this Policy/Procedure

This Policy/Procedure describes the circumstances under which alcohol may be served on church property and at church events

B. Scope

This Policy/Procedure will apply to all church sponsored events regardless of location and to non-church events held on the church property.

C. Responsibility

Anyone directly engaged in the serving of alcohol or has knowledge of alcohol being served on church property or at church sponsored events has responsibility to help ensure compliance with this policy/procedure.

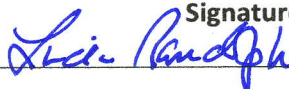
D. Policy Statement

Alcohol may be served and/or consumed on church property and at church sponsored events in accordance with the procedures set forth in this document.

The above Policy Statement has been reviewed and approved by the Board of Directors. Board approval is reflected in the minutes of the Board and formalized below by signature of the President of the Congregation. Authority to approve any associated procedure(s) is conferred to the Executive; Yes ☒ No ☐ If "No", the Board retains authority to approve associated procedures.

Approved by: Linda Randolph, President

Signature/Date Signed

 11/30/11

A. Procedure

1. Glossary of terms

- a. Alcohol – For purposes of this policy, “alcohol” refers to beer and wine only. No hard liquor may be served or consumed on TVUUC property or at church sponsored events
- b. Church sponsored event –
 1. An off-site church sponsored event is one that is specifically organized as such by church volunteers or staff, is open to all and may utilize church funding to some degree. Examples include the Spring and Fall retreats, church picnics, etc.

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2. Events that are not considered church sponsored events for purpose of this policy would be Circle of Friends dinners, auction dinner events, cruises, etc.
2. Blanket approval to serve and/or consume alcohol following the procedures and requirements set forth in this document, is granted to all TVUUC sponsored groups (regardless of location) and to those having weddings, services of union or commitment and for memorial services that are held at TVUUC.
 - a. The Director of Administration may withdraw approval from any group that abuses the privilege
3. Approval for private parties or groups will be granted by the Director of Administration after they have been made aware of and agree to comply with these procedures and requirements
 - a. Previously approved parties or groups will be automatically reapproved if the previous function was without incident
 - b. Whether or not the private party or group intends to serve alcohol will be determined as part of the rental agreement. Their understanding of and agreement with these requirements will be confirmed at the execution of the agreement.
4. General principles for the serving and/or consumption of alcohol
 - a. All persons serving or consuming alcohol must be at least 21 years old.
 1. Sponsoring groups or individuals must require proper identification from anyone not known to be at least 21.
 2. No service will be given to anyone failing to produce the proper identification
 - b. For an off-site church sponsored event, any and all restrictions imposed by the site will apply to the church event
 - c. Sponsoring groups or individuals must refuse service to anyone who is inebriated or exhibiting improper behavior
 - d. Sponsoring groups or individuals should make an effort to confirm that anyone consuming alcohol is either fit to drive or has a designated driver.

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- e. Nonalcoholic beverage options must be available at every event at which alcohol is served.
- f. Regarding the sale of alcoholic beverages:
 - 1. A special occasion license is required in order to sale alcoholic beverages or to accept donations for alcoholic beverages
 - 2. If there is a charge for admission to an event at which alcoholic beverages will be served, all adults must be charged the same admission fee
- g. Unconsumed alcohol must be kept out of the hands of minors
 - 1. Unconsumed alcohol must be removed from the premises at the end of the event whenever possible
 - 2. If alcohol needs to be temporarily stored at the facility for whatever reasons, it must be locked up in the Director of Administrator's office and removed as quickly as practical.