

Heritage Hall/Licking County Aging Program, Inc.

Alcohol Policy

- (1) All state laws and local statutes regarding the possession, use and distribution of alcohol must be observed by all parties utilizing Heritage Hall Banquet Center.
- (2) The Client will provide alcoholic beverages. Guests are not permitted to bring in their own alcohol.
- (3) Alcohol (including beer and wine), may be served on a complimentary basis only, without a liquor license. Proof of approved state liquor license will be required at least 7 days prior to event if alcoholic beverages will be sold at event.
- (4) Only those persons of legal age to consume alcoholic beverages will be served. Any individual may be asked to provide identification.
- (5) Alcohol may only be consumed in the portion of the facility leased for the event. No alcoholic beverages are allowed to be taken out of the banquet room(s).
- (6) Alcohol may not be consumed later than 11:00 P.M. (No exceptions)
- (7) Client must provide a one million dollar liability policy with Licking County Aging Program, Inc. named as additional insured on the policy. Proof of policy is required at least 7 days prior to scheduled event.
- (8) Alcohol may only be served by TIPS certified bartenders. (Training for Intervention Procedures) Proof of certification is required. LCAP, Inc. assigns authority to caterer to request non-compliant guests to leave premises.
- (9) Non-alcoholic beverages must also be available during event.
- (10) LCAP, Inc. reserves the right to limit the amount of alcohol brought on premises. Consumption of alcohol not served from the bar is not permitted anywhere on LCAP's property, including the parking lot. Liquor is limited to four selections. Alcohol limits must be approved by LCAP, Inc. at least 7 days prior to event. The limit will be based on the final guest count.
- (11) Any violation of this policy will result in prosecution under Ohio law, when applicable.

(12) All alcohol must be removed by the Client at the conclusion of the event at which it is served.

(13) All events at which alcoholic beverages are sold or served must be approved in writing by the signing of this document. Such authorization shall in no way constitute an admission of LCAP Inc.'s liability or responsibility for claims which may arise out of such sale or service.

By signing below, I/we acknowledge I/we have read the Alcohol Policy in its entirety, and that I/we understand and will comply with this agreement.

Client Signature: _____ Client Signature: _____

Print Name: _____ Print Name: _____

Date: _____ Date: _____

LCAP, Inc. Employee Signature: _____

Date: _____