

ALCOHOL POLICY

GENERAL RULES

1. Renter pays an additional fee of \$50 for each event when alcohol is served. The fee is \$100 for attendance of 100 people or more.
2. Renter must institute controls that prevent underage alcohol consumption and intoxicated patrons.
3. Food and non-alcoholic beverages must be available when alcohol is served.
4. Renter must agree to remove and deny entrance to intoxicated patrons. Staff may direct the Renter to remove intoxicated patrons and has the authority to take appropriate measures to ensure the safety of participants and the protection of the facility, including police assistance.
5. Consumption and service of alcoholic beverages must remain within the designated event rental space. Alcohol cannot be taken outdoors. Glass bottles are not allowed with the exception of seated meals.
6. Marketing practices that encourage alcohol consumption, like oversized drinks, contests, or volume discounts, are not permitted.
7. Watertown Senior & Community Center (WSCC) reserves the right to limit or deny the use of alcohol at any event, private or public.
8. For publicly advertised events, renter must provide a written plan which addresses crowd control and security measures and the prevention of underage drinking/intoxicated patrons.

ASSUMPTION OF RESPONSIBILITY

By my signature, I agree that I have read and understand all of the terms and conditions in the Watertown Senior & Community Center Alcohol Policy. I understand the Alcohol Policy is in addition to the terms stated in the Room Rental Application. I agree to comply with, and enforce, all the rules in this Policy. I understand that failure to comply with the Alcohol Policy may result in immediate cancellation of my event, forfeiture of security deposit, rent paid and additional fees/penalties, including those from police intervention. I assume all liability related to the service and/or sale of alcoholic beverages. To the fullest extent permitted by law, any individual or organization using the Senior & Community Center, shall defend, indemnify and hold harmless the City of Watertown, its agents, representative, officers, directors, officials and employees from and against all allegations, demands, proceeds, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising to, arising from or out of, the use of the Senior & Community Center.

Renter (print name)

Signature

Date

Person signing alcohol policy must be at least 21 years of age.
Proof of age in form of photo ID may be required.

	Public and/or Large Events	Special Organizations	Small, Invitation-Only Events
Details	Renter must use a catering service. The type and quantity of alcohol served by the catering service depends upon their license. Discuss details of your desired menu with the caterer. A catering service with only a Food and Drink license cannot sell alcohol. The following licensed catering services can serve alcohol: • A Class A licensed caterer has no limit to the quantity or type of alcohol purchased. • A Class B licensed caterer has a limit to the quantity of liquor purchased, but no limit on wine and beer.	Retail Class "B" fermented malt beverage license: • Six-month license. A license may be issued at any time for six months in any calendar year, for which 1/2 of the applicable license fee shall be paid, but such license shall not be renewable during the calendar year in which it was issued. • Picnic license: a per-day fee to bona fide clubs or lodges pursuant to § 125.26, Wis. Stats. If the licensed premises is on City-owned property, this license shall be limited to the sale or dispensing of fermented malt beverages in open paper or plastic cups or like containers only. Application questions, including eligibility and insurance requirements should be directed to the City Clerk’s Office, City Hall, 106 Jones St.	Upon approval by WSCC and the City Attorney, a renter with an invitation-only small event (typically less than 100 people), may choose to purchase wine and/or beer for consumption at their event. Alcohol must be provided at no charge to invited guests. Any form of money exchanged for alcohol (coupons, tickets, etc.) is not allowed.
Cash Bars	Cash bars are NOT allowed.	Cash bars are allowed.	Cash bars are NOT allowed.
Requirements Required documentation must be submitted to the WSCC three weeks prior to event or the rental contract will be cancelled.	• Copy of the catering service’s license. • Copy of the renter’s agreement with the catering service. • Copy of the catering service’s Certificate of Liability Insurance listing the City of Watertown as an additional insured with a \$1,000,000 general liability limit. • Evidence showing the catering service’s \$1,000,000 liquor liability.	• Copy of Certificate of Liability Insurance listing the City of Watertown as an additional insured with a \$1,000,000 liability limit. • Evidence showing a \$1,000,000 liquor liability. • Copy of Temporary Class B license.	• Alcohol is limited to wine and/or beer only. • A written plan detailing proposed wine and/or beer quantity to be served and expected guest attendance. This plan must be approved by the City Attorney prior to the event. • Hiring a licensed bartender may be required.