REQUEST FOR ALCOHOL SERVICE AT EVENT ADDENDUM

This Request for Alcohol Service at Event Addendum to Event Agreement (this “addendum”) is entered into by Weber State University and the undersigned renter/user (“User” or “you”). This addendum amends the Event/Renter/User Agreement (“Event Agreement”) between the parties attached hereto.

By completing and signing the form, you are requesting permission from Weber State University to serve alcoholic beverages at your event. The serving of alcoholic beverages at private events is permitted on a case by case basis. When you complete, sign, and return the request with your signed Event Agreement, we will forward your request to Weber State University administration. The appropriate administrators’ signatures on this addendum evidences that you have been granted permission by Weber State University to have alcohol served at your event, subject to all of the following terms and conditions, and all other terms and conditions required by the operators of your requested location.

Please read and initial were indicated. By initialing you are implying that you fully understand the terms/rules represented in this addendum.

1. User agrees that alcoholic beverages may only be served at events catered by Weber State University’s catering service and all alcoholic beverages must be served using a University Risk Management approved provider. Alcoholic beverages may only be served where food is also served. X____

2. All alcohol service and consumption must comply with Utah state liquor laws and rules set forth by the Utah State Board of Regents. X____

3. Employees of the university may not serve any alcoholic beverages to any guest of your Event and may not have any contact with the alcoholic beverages served at your Event unless the employee is there as a guest in an unofficial capacity and if the attendees at the Event are not primarily Weber State University faculty/staff/students. X____

4. Alcohol may be served at your Event on ______________ (date) from __________ (time) until __________ (time). Please provide date and times for your Event. X____

5. Only the following portions of the facility may be used for the Event: __________________________________________________ X____

6. During the Event, the portion of the Facility used for your Event must be available only to your invited guests and may not be open to the public. You agree to take precautions to ensure that only invited guests are in attendance. Identify the person or persons responsible for ensuring that only invited guests are in attendance: ___________________________ X____

7. No individual under the age of 21 may be present at the Event, unless they are family members or invited guests and the Event is sponsored and planned by private individuals. No minors or students may be served alcohol at the event. Identify the person or persons responsible for ensuring that no minors or students are served alcoholic beverages: ___________________________ X____

8. During the Event, you agree to monitor alcoholic beverage consumption and to ensure that no persons who are intoxicated are served alcoholic beverages. Identify the person or persons responsible for ensuring that no intoxicated persons are served


alcoholic beverages: _______________________________________________ X______

9. No alcohol may be served at an Event if the User is a Weber State University department or its employees in their capacity as employees for the university, or if the attendees at the Event are primarily Weber State University faculty/staff/students. The only exception to this policy is for private events such as weddings, family reunions, etc, where the attendees are not primarily Weber State University faculty/staff/students. X______

10. Only the following alcoholic beverages may be served. Please specify requested beverage: _______Wine _______Beer _______Champagne Other (specify): ______________________________________ X______

11. No open containers containing alcoholic beverages may be taken from the premises. X______

12. The user is responsible to provide all alcoholic beverages served. User may not store alcoholic beverages prior to the Event and must dispose of all alcoholic beverages at the end of the Event. Weber State University cannot store or transport any alcoholic beverages. X______

13. **There may be no charge of any kind for alcoholic beverages served at the Event, for dinner that includes alcohol, or for entry into the Event. This includes tips and cash bars.** X______

14. Weber State University reserves the right (but shall not be obligated) to end alcohol service and/or the Event at any time if it is determined that any of the rules contained in this Addendum have not been completely and fully followed or if it is determined that any problems are arising in connection with the service of alcohol at the Event. X______

15. User agrees to pay for any additional security measures required by the University. These will be reasonable, in accordance with University guidelines, and commensurate with anticipated need, in consultation with campus police. Security costs for your Event shall total: __________________________. X______

16. You agree that the insurance policy purchased pursuant to the Rental/User Agreement covers service of alcoholic beverages at your event, specifically noting on the certificate of insurance host liquor liability coverage. The policy shall name Weber State University as an additional insured for the event. X______

17. **You agree to comply with, and to cause the Event to comply with, all of the foregoing provisions. In addition, you agree to hold harmless, defend and indemnify Weber State University for any claims, injuries, causes of action, damages or expenses whatsoever resulting from or arising out of the service or consumption of alcohol at the event or any failure of the Event to comply with any of the provisions of this addendum.** X______

18. This addendum shall be interpreted and construed in accordance with the laws of the State of Utah. The terms of this Agreement are severable such that if any term or provision is declared by a court of competent jurisdiction to be illegal, void, or unenforceable, the remainder of the provisions shall continue to be valid and enforceable. In the event of any conflict, inconsistency or discrepancy between the provisions of the Event Agreement and this addendum, the terms of this addendum shall govern. If the User is an entity, the individual who signs this addendum on behalf of the User represents and warrants that he/she is duly authorized to execute
this addendum on the behalf of the User and that no other signature, act, or authorization is necessary to bind user to the provisions of the addendum. X _____

By signing below, the undersigned individual acknowledges that he/she has read, understands, and agrees to this Request for Alcohol Service at Event Addendum.

[Print the legal name of the individual and/or entity renting the facility]

_________________________________________________________ Date signed: __________________
Signature

If the user is an entity, print title of the person signing on behalf of the user: ______________________

Event Name: ____________________________________________ Date: ________________________
Event Description:  _____________________________________________________________________

Weber State University

_______________________________________________ Date signed: ______________
Venue Manager or Dean Addendum Approval

Risk Manager Approval

_______________________________________________________ Date signed: ______________

REQUIRED SIGNATURE  - President or responsible Vice President

_________________________________________________________ Date signed: __________________
Signature

_______________________________________________________     ___________________________
Print                   Title