



Bill Moore Student Success Center
Georgia Institute of Technology
219 Uncle Heinie Way
Atlanta, Georgia 30331-0122
Nyasha.Farrington@success.gatech.edu

ALCOHOL SERVICE AGREEMENT

The undersigned group hereinafter known as _____ agrees to the following provisions as they relate to the serving of alcohol at the scheduled function to be held on _____.

- We acknowledge and agree to abide by all procedural guidelines and policies as set forth in the alcoholic beverage policy of the Bill Moore Student Success Center at Georgia Tech.
- That by signing as the organizational representative, I will assume all responsibilities for damages and/or negligence resulting from this event which may be caused by _____ or guests of our organization.
- We understand a bartender is required for bar service and a photo copy of their TIPS certification must be attached with this form.
- We acknowledge and fully understand that under no circumstances can alcoholic beverages be sold or purchased on state controlled property.
- You may **not** have kegs, champagne/punch fountains, or other common usage containers (such as punch bowls or frozen drink machines) for alcoholic beverages **unless** distribution is by a third party vendor (i.e. your bartender).
- We hereby agree to remove at the conclusion of said event all alcoholic beverages which have not been consumed.
- The group agrees to be governed by the discretion of the hired bartender, the Bill Moore Student Success Center, or Campus Food Services personnel as to the limits of consumption. Organizers must ensure that no noticeably intoxicated person is given or allowed to consume any additional alcoholic beverage from the Georgia Tech event.
- Organizers must ensure that non-alcoholic beverages and food are provided in reasonable quantity, in the same general area, and for the same time period, as the alcoholic beverages are accessible at the Georgia Tech event.
- Consumption of alcoholic beverages shall be strictly limited to the room in which the event is scheduled; alcohol is not allowed in the stands. Open containers of alcoholic beverages may not be taken from the building.
- If this documentation is not received a minimum of two (2) days prior to the event, it **will be cancelled** without notice.
- Failure to comply with the above distribution and consumption regulations may result in immediate termination of your event and/or police intervention.

Organization

Caterer or Licensed Bartender

Representative

Date