

STATEMENT ON POSSESSION, USE, AND DISTRIBUTION OF ALCOHOLIC BEVERAGES IN UNIVERSITY FACILITIES RENTED BY NON-UNIVERSITY ENTITIES

University of North Alabama facilities that are available to the public for event rental space must have a designated individual who is present for the entirety of the event and is responsible for ensuring the enforcement of regulations regarding alcohol use. All rental spaces must be secured using the rental contract agreement.

Where possession, use, and distribution of alcohol are permitted, strict compliance with laws of the [State of Alabama](#) is required. Under no circumstances will any individual under the legal drinking age (minimum of 21 years of age) serve, consume, or possess alcohol on University properties or at University sponsored events; and no individual may serve or otherwise provide alcohol to persons under the legal drinking age. Although alcohol may be served, the sale of alcohol is prohibited as well as tipping for alcohol service.

The University of North Alabama will not sell, distribute, or provide alcohol. The service and consumption of alcohol on University property is restricted to facilities with space rental agreements and those approved by the Event Management Office. Requests for events must be submitted by the facility manager (or equivalent UNA employee) via the [Event Request Form](#) to the Event Management Office a minimum of 10 business days prior to the event scheduled date.

The individual or entity sponsoring the event must follow the guidelines listed below:

1. A rental agreement must be signed by the individual(s) or entity renting the facility/space.
2. The sale of alcohol is prohibited.
3. Sponsors are required to provide one or more alternative non-alcoholic beverage(s) available in sufficient quantity throughout the event.
4. Wherever alcohol is present, food must also be available.
5. It is the responsibility of the server to check the photo ID of individuals before serving alcohol. If for any reason, proof of legal drinking age cannot be provided upon request, it is the responsibility of the server to deny the request.
6. When alcoholic beverages are served, direct access to the alcohol must be limited to the person(s) designated as the server(s). Servers must not consume alcohol during the event.
7. University Police and/or other approved certified Public Safety officers may be required at certain events where alcohol is served due to the nature of the event, size of the expected crowd, or other factors that would pose a concern for the University.
8. Each sponsoring agency, department, organization, or individual assumes full responsibility for the activities and behavior of all persons in attendance at its events.

Requesting Approval for the Event

To better ensure that appropriate risk-management measures are followed, all non-University sponsored events at which alcohol is served or permitted to be consumed must be approved by the Facility Manager of the rental space and the Event Management Office. Requests for events must be submitted by the facility manager (or equivalent UNA employee) via the [Event Form](#) to the Event Management Office a minimum of 10 business days prior to the event scheduled date.

The University reserves the right to deny alcohol at any event and the right to close down the event, if it deems necessary.