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**Alcohol Service Policy**

Welcome to Marian University! We look forward to working with you to create a safe and memorable event for you and your guests. The following policies and information will assist you in your planning. The serving of alcoholic beverages on Marian University property for university events and/or non-campus related events will be done in accordance with all Marian University policies and the regulations of the State of Indiana Alcohol and Tobacco Commission.

***The university requires that a copy of this policy be signed and returned to the Office of Conferences and Events no later than one week prior to your event.***

**Service policies:**

* All beverages must be served by a licensed bartender who has completed a server training program approved by the Indiana ATC.
* No alcoholic beverages may be served to any individuals under the age of 21. Bartenders or Marian University staff reserve the right to require proof of ID at any time during an event, and to deny service to any individual who cannot provide sufficient proof.
* Bartenders or Marian University staff reserve the right to refuse service to any individual who exhibits signs of intoxication or who is not in compliance with Marian University policies and/or laws of the State of Indiana Alcohol and Tobacco Commission without client recourse.
* Bartenders may serve only one drink per guest at a given time.

**General policies:**

* No underage consumption of alcohol is permitted.
* No “shots” of alcohol will be poured or permitted.
* No kegs are permitted on campus.
* All alcohol must be provided and served by Marian University.
* Alcoholic beverages shall not be removed from the designated event area.
* A Marian University uniformed security officer must be present at all events where alcohol is served.
* At all events where alcohol is served, food of a substantial nature and non-alcoholic beverages must be provided for the guests by the host.
* Client will adhere to all Marian University Office of Conferences and Events guidelines and policies.

**Marian University events:**

* No alcohol will be served at events where underage students are invited.
* No current Marian University student or individual under age 23, even if a certified bartender, may serve as bartender.
* For events where only students over 21 are invited:
* A MU uniformed security officer will be present to check identification, and to issue a wristband indicating that he/she is over 21.
* All of the above policies apply.

**Please send signed policy to: Carol Kijovsky, Phone (317) 955-6110, Fax (317) 955-6407 or** **Kijovsky@marian.edu**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** updated 7.17.12