

FIRST PRESBYTERIAN CHURCH OF COOKEVILLE ALCOHOL BUILDING USE POLICY

The policy and procedures outlined describe the circumstances under which alcohol may be served on church property and will apply to all church sponsored events and non-church events held on the church property. This policy can change without notice. Any persons directly engaged in the serving of alcohol or with knowledge of alcohol being served on church property or at church sponsored events has a responsibility to help ensure compliance with First Presbyterian Church of Cookeville's Alcohol Building Use Policy and procedures.

Alcohol may only be served and/or consumed on church property and at church sponsored events in accordance with the procedures set forth in this policy.

For the purposes of this document the following terms are defined as such:

Alcohol: For purposes of this policy, "alcohol" refers to beer and wine only. No hard liquor may be served or consumed on FPC property or at church sponsored events

Church Sponsored Event: A church sponsored event is one that is specifically organized as such by church volunteers or staff, is open to all and may utilize church funding to some degree. This would not include events of outside organizations that a church member may or may not be involved in.

APPROVAL FOR CHURCH EVENTS

Approval to serve and/or consume alcohol following the procedures and requirements set forth in this policy is granted to FPC sponsored events and to church members 21 years or older having parties, weddings, services of union or commitment and for memorial services that are held at FPC, provided the proper forms have been filled.

- a. Alcohol is not permitted at church-sponsored worship services, Second Sunday Lunches, or youth events.
- b. Session may withdraw approval from any group or member that abuses the privilege.
- c. A Licensed Bartender must be present and serving for the duration of the event.

APPROVAL FOR PRIVATE PARTIES OR GROUPS

Approval for private parties or groups will be granted by Session after they have been made aware of and agree to comply with all building use policy procedures and requirements.

- a. Previously approved parties or groups will be on a yearly renewal cycle to be renewed if the previous calendar year was without incident. All renewals will need to be reviewed by Elder leading Facilities and approved by Session, even if no changes have been made.
- b. Whether or not the private party or group intends to serve alcohol will be determined as part of the rental agreement. Their understanding of and agreement with these requirements will be confirmed at the execution of the agreement by signed agreement.

BARTENDER

A licensed TABC bartender must be present and serving for the duration of the event.

- a. The Bartender must be approved and provide a copy of license to keep on hand no less than 72 hours prior to the event.
- b. If a Licensed Bartender cannot be found then, the event will default back to an alcohol-free event.
- c. Beer and wine must only be served and consumed in the designated areas approved for the event (e.g., Fellowship Hall, kitchen). Alcohol may not be taken into other areas of the church building or grounds without specific permission.

SERVING ALCOHOL

General Principles for the Serving and/or Consumption of Alcohol:

1. All persons serving or consuming alcohol must be at least 21 years old.
 - a. Sponsoring groups or individuals must require proper identification from anyone not known to be at least 21.
 - b. No service will be given to anyone failing to produce the proper identification.
 - c. Bartender shall be treated with respect, failure to do so will result in future termination of alcohol service at event.
2. Sponsoring groups or individuals must refuse service to anyone who is visibly inebriated or exhibiting improper behavior.
3. Sponsoring groups or individuals should make an effort to confirm that anyone consuming alcohol is either fit to drive or has a designated driver.
4. Non-alcoholic beverage options must be available at every event at which alcohol is served.
5. Alcohol service shall end no less than thirty minutes before event ends.
6. Regarding the Conduct and Clean Up:
 - a. All bottles, cans, or related waste must be cleaned up and removed by the event organizers.
 - b. Unconsumed alcohol must be kept out of the hands of minors.
 - c. Unconsumed alcohol must be removed from the premises at the end of the event.
 - d. Disorderly conduct, excessive intoxication, or any behavior inconsistent with the values of FPC will result in immediate termination of the event and may impact future alcohol use privileges and building use.
 - e. Any and all damage incurred during the event shall be repaired at the host's expense.

* From <https://abcpermits.com/state-info/>

Although Tennessee State law does not require liquor-by-the-drink establishments to check ID prior to serving an alcoholic beverage, in order to prevent sales to under 21 individuals, it is a recommended best practice for establishments to have an internal policy regarding checking identification prior to serving. Examples of the recommended forms of identification are:

- Driver's license
- Concealed carry permit
- ID card- state issue only
- Passport
- Passport card
- Foreign passport with US visa
- Military ID

Carding Requirements: On Premise establishments do not have mandatory carding policy, however, it is against the law to serve anyone under the age of 21. Off Premise establishments must card everyone, this includes grocery stores, package stores, and convenience stores. The ID cannot be expired. A carding exemption can be made for those who are obviously over the age of 50.

I, _____ have read, understand and will adhere to the **First Presbyterian Church of Cookeville alcohol building use policy**.

NAME OF LICENSED BARTENDER_____

I HAVE PROVIDED A COPY OF THE BARTENDER'S LICENSE. YES_____NO_____