

Policy for the Use of Alcohol at Grace and Holy Trinity Cathedral

In the spirit of promoting the responsible use of alcohol at church and fellowship events, the Vestry of Grace and Holy Trinity Cathedral has approved the following guidelines, in accordance with the policies approved by the Diocese of West Missouri, to govern the usage of alcoholic beverages at functions held in church facilities and for church-sponsored events off campus. This policy specifically excludes sacramental events where communion wine is included as part of the service.

Any group that wishes to serve alcoholic beverages at an event must receive approval from the Dean. All groups using Cathedral facilities and planning to serve alcoholic beverages in addition to non-alcoholic beverages must complete the *Alcohol Beverage Request & Agreement* form at least three weeks prior to the event.

General Rules

- All applicable federal, state, and local laws should be obeyed. This includes those governing the serving of alcoholic beverages to or by minors and serving alcohol to intoxicated persons.
- The service of alcoholic beverages at Cathedral-sponsored events should not be publicized as an attraction of the event.
- Alcohol may be served at events where minors are present (except for children's or youth events), but only if alcohol is served at a separate station that is monitored at all times to prevent underage drinking.
- Stored alcohol should be kept in a secure area. After an event, leftover alcohol is to be poured out, removed from the premises, or stored in a secure area. No bottles or cans or containers are to be left in the kitchen refrigerators or in an unsecured area.
- Chemical usage other than alcohol is clearly controlled under federal, state, and local laws and is therefore prohibited at any function.

Serving

- Wine, beer (bottled or canned, but not in kegs), and champagne are the only acceptable beverages to be served. Spirits are prohibited.
- Whenever alcohol is served, non-alcoholic alternatives must always be offered with equal attractiveness and accessibility.
- The serving of alcoholic beverages is to be monitored and controlled. The Cathedral reserves the right to terminate an event if consumption is high or guests become unruly.
- Alcoholic beverages may only be served by those who are 21 years or older.
- Alcoholic beverages and food containing alcohol must be clearly labeled as such.

Food

- Food must be served when alcohol is present. Alcoholic beverages should cease being served well before an event ends and while food remains out.

Cathedral Events

- Alcoholic beverages are not to be consumed by adults who accompany minors off church property on a parish-related activity.
- Alcohol should not be served prior to worship or business meetings.

Non-Cathedral Events

- Sponsors for non-Cathedral events hosting, serving, or providing alcoholic beverages will be required to provide the Cathedral with a certificate of liability insurance naming Grace and Holy Trinity Cathedral and the Diocese of West Missouri as additional insured parties.
- Such sponsors must also assume responsibility for those persons who might become intoxicated and must provide alternative transportation for anyone whose capacity to drive may be impaired.

Alcohol Beverage Request & Agreement
Grace and Holy Trinity Cathedral

Name/Group requesting to serve alcohol: _____

Street Address: _____

City, State, Zip Code: _____

Contact Person's Name: _____

Email: _____

Phone: _____

Event Date: _____ Event Time: start _____ end _____

Number of invited guests: _____ Location on premises (room/s) to be used: _____

Specify the alcoholic beverages you wish to serve (select all that apply):

- Beer (no kegs)
- Wine
- Champagne

We have read and understood the Policy for the Use of Alcohol at Grace and Holy Trinity Cathedral and commit to complying with this policy.

I hereby further agree to save, hold harmless, and indemnify Grace and Holy Trinity Episcopal Cathedral and the Diocese of West Missouri from any and all liability of injury or damages resulting from the hosting, serving, or provision of, and from the use of, alcoholic beverages on the premises of Grace and Holy Trinity Cathedral.

Signature of responsible party

Date

Name of person, company or organization that will be serving, providing or otherwise furnishing the alcoholic beverages, if different from above: _____

Signature of person or a representative of the group, company or organization

Date

Approved by Cathedral representative

Date