

The Fort Valley State University

Regulation of Restricted Alcoholic Beverage Use at Specially Approved Functions

The use of alcoholic beverages at specially approved functions on the campus and at other facilities of The Fort Valley State University may be permitted but only pursuant to the requirements of law and Board of Regents policies and subject to the following conditions and limitations:

1. Permission must be granted in writing prior to the function pursuant to a written application in the

form and containing such information as required by the Vice President for University Advancement.

2. Each application for use of alcoholic beverages must be approved by the Vice President for University

Advancement and, additionally with respect to security considerations as well as compliance with

state law and local ordinances, by the Chief of the FVSU Police. No alcohol may be served in any

manner or in any place under such circumstances as would allow any person under the age of twenty-

one years to consume alcoholic beverages. If any person under the age of twenty-one is anticipated to

be present at any event, then the event caterer shall post n serving areas a notice that no person under

the age of twenty-one years will be served alcoholic beverages at the event.

3. Any function at which alcoholic beverages are served must be conducted pursuant to such restrictions

or limitations as are specified on the scene or otherwise by the Vice President for University

Advancement, the Chief of FVSU Police, and their designees including campus police officers.

4. No alcoholic beverages may be served or consumed in a residence hall, a classroom, the student

center facility, or within the ground lease of the Wildcat Commons residential complex, nor may

alcoholic beverages be served pursuant to this policy by any student organization.

5. Alcoholic beverages utilized at any approved function pursuant to this policy, when the function is

sponsored by FVSU or any entity of FVSU, must be obtained and served through the Fort Valley

State University Foundation, Inc. or as otherwise mandated by the Fort Valley State University

Foundation, Inc. through its Executive Director. Each event caterer must be licensed in a proper

manner and hold or obtain liability insurance coverage as required by state law, local ordinances, and

university regulations.

6. In the event that the Vice President for University Advancement is away from campus or otherwise

unable to discharge his or her responsibilities pursuant to this policy, that responsibility shall be

exercised by the Chief Legal Officer of the University or by such other individual or individuals as

may be designated by the President.

7. The provisions of this policy supersede those of any other university policy in force on the effective

date of this policy to the extent of a conflict; provided that any classified employee of the university or

any faculty member of the university who permits himself or herself to become intoxicated shall be

subject to disciplinary action as otherwise permitted by the *Classified Employees’ Handbook* and the

*Faculty Handbook*.

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8. The provisions of this policy are subject to change without notice.

9. The adoption of this policy is effective as of the date written below, subject to review as provided for

in the policies of the Board of Regents of the University System of Georgia.

The **Customer** agrees to abide by the rules and regulations set forth in this policy. Additionally, by signing this contract the customer acknowledges full compliance with the agreement as set forth.

**Sponsoring Organization Information**

Organization or Department \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Numbers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Event Information**

Date of Activity/Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Detailed Description of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requested Area \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Room # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Time of Event\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ End Time of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time to Start Set Up\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time to End/Clean Up \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Estimated Attendance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Is this a fundraiser? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is there an admission or registration fee? \_\_\_\_\_\_\_\_\_\_ If yes, how much? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will food be served? \_\_\_\_\_\_\_\_ If yes, who is preparing the food? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Customer*** Date

Approved by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anthony L. Holloman, ***Vice President for University Advancement***  Date

***and Executive Director for the FVSU Foundation, Inc.***

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Anita Allen, ***Chief of Campus Police***  Date

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Paul Jones, Ph.D., *President* Date

***(Revised June 7, 2018)***