

# ZEBULON PARKS AND RECREATION DEPARTMENT



## ZEBULON COMMUNITY CENTER RESERVATION AND RENTAL SUPPLEMENT POLICY FOR EVENTS THAT INCLUDE ALCOHOL

Reservations approved that include the consumption of alcoholic beverages are done so with the following stipulations:

1. Alcohol-related events can only be held Monday through Saturday, never on Sunday.
2. Licensee or permitted caterer will provide a public liability insurance policy in the amount of \$1,000,000 per claim naming the Town of Zebulon and Licensee as insured parties and covering claims for injuries, deaths, and/or property damage arising out of the use of the premises by Licensee. Proof of this liability insurance coverage must be provided to the Zebulon Community Center Director no later than 48 hours prior to the event, and if not, the Town may cancel this agreement, and Licensee shall forfeit all rights to refund of any monies paid.
3. No alcoholic beverages are permitted to be sold, possessed, or consumed without the appropriate permit from the Alcohol Beverage Control Board. Persons holding such permit must be who provides the beverages to be consumed at the event. A copy of the permit for providing alcoholic beverages at the event must be presented to the Zebulon Community Center Director no later than 48 hours in advance of the event. Attendees cannot bring in their own alcoholic beverages. No brown bagging is allowed. All applicable Alcohol Beverage Control laws shall be complied with.
4. The Parks and Recreation Director will confirm with the Police Chief that the correct ABC permits have been secured by Licensee and that the off-duty police officers have been scheduled for the event.
5. All alcohol related events require Licensee to hire an off-duty Zebulon Police Officer or Officers at their off duty rate and be assigned Zebulon Parks and Recreation staff persons at the Zebulon Community Center's after-hours staffing fee. For alcohol events of 100 persons or less, one officer and one staff person shall be hired. For events consisting of more than 100 persons, at least two officers and two staff persons shall be hired, as determined by the Zebulon Police Chief and the Zebulon Parks and Recreation Director. Licensee will pay the off-duty police officer(s) directly, no later than 48 hours prior to the event.
6. Alcohol shall only be distributed by Licensee or permitted caterer, and shall take place only inside the Community Center facility. All consumption of alcoholic beverages shall take place inside the Community Center.
7. The rental rate for the Zebulon Community Center for events that include alcohol is \$150 per hour for Zebulon town-residents, and \$235 per hour for non-residents. Facilities provided include the multi-use room and the kitchen. Additional fees are charged for personnel and cleaning as stated in the Reservation and Fee Policy.
8. Events that include alcoholic beverages will not be allowed when any other event is scheduled for the Zebulon Community Center.

9. All events that include alcoholic beverages are limited to the duration of four hours. This does not include time for set up and clean up. In extenuating circumstances, the Town of Zebulon will consider allowing an event that includes alcohol to extend beyond four hours. For such consideration, Licensee should request additional time in writing at time of application.
10. No alcohol can be served or consumed within one hour of the end of the event time. This does not apply to events which are not scheduled to exceed two hours.
11. Drunken behavior will not be tolerated. Licensee is responsible for all guests.
12. Licensee agrees to defend, indemnify and save harmless the Town of Zebulon, its agents, officers, employees, contractors, and volunteers, each severally and separately, from and against any and all liabilities, demands, claims, damages, losses, costs and expenses of whatsoever kind or nature in connection with Licensee's license and use of the facilities, including, without limitation, any and all direct and indirect costs of defense, made against, or incurred or suffered by, any such indemnitees as a direct or indirect consequence of injury, sickness, or disease, including death, to persons; injury to, or destruction of property, including without limitation, the loss or use of property, or any other cause of action whatsoever, arising out of, resulting from, or which would not have occurred or existed but for Licensee's (and its employees', contractors', agents', officers', and guests') use of the Zebulon Community Center. This indemnity shall include, without limitation, any and all liabilities, demands, claims, damages, losses, costs and expenses caused, or alleged, to have been caused by any negligence or any other act or omission of Licensee or Licensee's employees, contractors, agents, officers or guests.

The undersigned Licensee certifies that it has read the above rental policies and understands that it is responsible for Licensee and its guests adhering to the policies at the event for which Licensee has reserved and rented the Zebulon Community Center.

**IF LICENSEE IS AN INDIVIDUAL:**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**IF LICENSEE IS AN ENTITY:**

\_\_\_\_\_  
(Print Entity Name)

By: \_\_\_\_\_  
(Signature of authorized person)

Name: \_\_\_\_\_  
(Print name of authorized person)

Title: \_\_\_\_\_  
(Print capacity of authorized person (President, Vice President, etc.))

Town Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_