

**SOUTH CONGREGATIONAL CHURCH UCC**  
**P.O. Box 414**  
**KENNEBUNKPORT, MAINE 04046**  
**207-967-2793**

**GUIDELINES FOR ALCOHOL USE**

**NO ADMISSION MAY BE CHARGED FOR ANY EVENT AT WHICH ALCOHOL IS SERVED.**  
**NO ALCOHOL MAY BE SOLD.**

We believe that responsible alcohol consumption is a personal decision. At the same time, we recognize that there are those who struggle with addiction and we respect the many people who come to the South Church for AA or other 12-step groups. Therefore, we discourage the use of alcohol on South Church property, but on occasions in which it is used at functions, we believe that it is possible for responsible alcohol use and abstinence to co-exist. We require that groups using the South Church Community House and/or River Green respect these priorities.

The spirit underlying these guidelines, therefore, is one that seeks to focus on gathering people together in fellowship. The following guidelines apply to all events held on South Church property – meetings of South Church member groups, receptions, civic group meetings, concerts, etc...

1. The presence of alcohol at an event may not be advertised or promoted and will not be the primary purpose of the event.
2. No alcohol may be served at a function where persons under the age 21 are in attendance unless their parents or guardians are in attendance.
3. No alcohol may be served in South Congregational Church, UCC.
4. No alcohol may be served in the South Church Community House without prior written approval of an authorized representative of the South Church Trustees. No alcohol may be served outdoors or on the South Church River Green at any time.

Regular Tenant Groups

Regular tenant groups are those that use the Community House on a regular basis for meetings.

Regular tenant groups may only consume beer and wine at special events and only with written authorization. No tenant group will be granted more than two (2) such special event authorizations in any calendar year.

Every special event authorization will be contingent upon the Regular Tenant Group providing an insurance certificate with minimum liability coverage of One Million (\$1,000,000) Dollars

naming South Church as an additional insured prior to being granted access to the Community House for the event.

### One-Time Tenant Groups

One-Time Tenant Groups are those holding a one-time event such as a wedding reception.

One-Time Tenant Groups must hire a licensed and insured bartender who shall provide an insurance certificate with minimum liability coverage of One Million (\$1,000,000) Dollars naming South Church as an additional insured prior to being granted access to the Community House for the event.

### Rental by Restaurants with Liquor Licenses

Rentals by restaurants with liquor licenses will be negotiated on a case-by-case basis, with minimum liability coverage of One Million (\$1,000,000) Dollars naming South Church as an additional insured being provided prior to access being granted to the Community House for the event.

### **PURCHASING, SERVING, AND STORING**

1. Youth (21 and under) are restricted from serving alcohol. All applicable federal, state, and local laws and ordinances, including those governing the serving of alcoholic beverages to those under 21, must be observed.
2. Alcohol must always be served with substantial food. Food which contains alcohol must be labeled.
3. Non-alcoholic alternatives must be offered and be equally available and accessible. These alternatives should be served with equal dignity and hospitality and in the same drinking containers as alcohol, such as wine glasses.
4. The Event Coordinator(s) must ensure the safety of all persons attending the event, make every effort to ensure that no one becomes intoxicated, and provide transportation to any who appear to be impaired.
5. Arrangements must be made to immediately remove (in compliance with State laws regarding the transport of open containers) all alcohol from the South Church property at the conclusion of the event.

### **APPLICATIONS**

6. All Regular or One-Time Tenant Groups must submit a request for permission to serve alcohol. The Event Coordinator(s) for the event must complete the "Application for Alcohol" form and any other forms required. All applications will be considered by the Board of Trustees or their authorized representative.
7. **It is vitally important to note that No Admission may be charged for any event at which alcohol is served. No alcohol may be sold.**

*Thank you for your willingness to comply with these guidelines.*