

Addendum A: New Hill Community Center (NHCC) Alcohol Permit

Name of Tenant _____ Phone _____

Address _____ City _____

Date of Rental _____ Time _____

Purpose of Rental _____ Number of Guests _____

Will Bartenders Be used? _____ Are Bartenders from an Agency, Certified, Insured? _____
~must attach a copy of certifications and insurance~

Agency Name _____ Contact _____

Address _____ Phone _____

Temporary Alcohol Permits for Non-Profit Groups and Agencies via NC ABC Regulations

According to NC ABC Regulations, to sell or serve by one of the following three methods you must be a non-profit group with 501 c(3) status or a political organization as defined in NC General Statute 163-96(a)(1) or (2) or a campaign organization that has properly filed and has had a person certified as a candidate under General Statute 163-1. Individuals may not obtain one.

1. Will alcohol be sold? _____
2. Will Donations be taken to defray costs? _____
3. Will there be a ticket fee to attend event? _____

The cost is \$50, and the ABC Commission must have *their* application at least three weeks prior to the event. Their phone number is 919-779-0700. If you have answered yes to any of the above questions and hold the correct non-profit status a copy of the ABC Commission permit will be required, no later than 7 calendar days in advance of the event.

New Hill Community Center Alcohol Permit Regulations

The consumption of malt beverages and unfortified wines (**no liquor**) is permitted at the New Hill Community Center. If permitted to serve malt beverages and/or unfortified wines, certain additional restrictions may be enforced.

Liability Insurance Requirements

For all events where the consumption of malt beverages and unfortified wines (no liquor) is permitted by NHCC Management, Liquor Liability Insurance must be provided in the minimum amount of \$1,000,000 in coverage. **The New Hill Community Center must be named as additionally insured.** For your convenience you may obtain a quote through:

1. online site totaleventinsurance.com.
2. obtain a quote from ESP Specialty (<https://www.espspecialty.com/who-we-are>) or contact: Tyler Lauback at 978-661-6962.
3. You may also purchase insurance through your own agent and attach the policy information to your application.

Event Security

When required, it is the responsibility of the Tenant to provide security staff and to pay their cost in addition to the rental fee. The number of officers required will be determined by NHCC Management based on the rental information. Generally, the ratio of 1 officer per 100 guests is required. Rentals with attendance less than 100 may not require officer attendance. Officers are not allowed to be in the room where alcohol is being served but will be in the proximity. Officers will not take part in the serving of alcohol, including determination of intoxication. Should their services be needed because of a disturbance or the like, the officer's presence must be requested by NHCC Management or Tenant. Please make sure the information above is as accurate as possible, as providing incorrect information will cause this permit to be null and void.

To hire off-duty Apex Police officer(s) contact Sergeant Greg Towell at 249-3450 or greg.towell@apexnc.org.

Acknowledgments and Endorsements

I am familiar with and hereby agree to abide by all state, county and city regulations governing the transport, sale and distribution of alcoholic beverages while renting the NHCC owned properties. I also acknowledge that no employee, agent or representative of NHCC Management will engage in the serving of alcohol in connection with the permit. I further agree that no guest of the rental function will be served alcohol while intoxicated and that no intoxicated guest will be permitted to operate a motor vehicle.

I affirm that all the statements, disclosures and regulations described herein are understood and that the information I have provided is true and to the best of my knowledge and belief.

Signature of Tenant _____ Date _____

Printed Name of Tenant _____

*** New Hill Community Center ***

All signatures are by NHCC Management or its designee.

Approve

Deny Reason for denial _____

_____ Date _____

New Hill Community Center Management

This application must be returned to NHCC Management 14 calendar days prior to event, with proof of insurance. If applicable, ABC permit and off duty police officer information must be turned in with this paperwork.