

Policy Statement

A. That all alcohol be served and consumed in a manner consistent with both Ohio law and with Archdiocesan policy (a policy which now prohibits the use of permanent D permits for the sale of alcohol, and only allows temporary F type permits).

B. Definitions

“Children’s event” is defined as any event which would not occur without children, including but not limited to graduation dances, award ceremonies, award banquets, and (as enumerated in the Archbishop’s 1994 letter) youth athletic events.

C. That the 1994 “usage agreement” for parish facilities be revised and that the new alcohol policy and guidelines be included with essentially the same guidelines as were adopted in 1994, with minor revisions. (See attached Usage Agreement below).

D. That children’s events be alcohol free. We recommend that this policy also be applied to children’s events for St. James organizations held off church property.

E. That the consumption of alcohol during events other than children’s events continue to be permitted under the parish’s policies and procedures, with the consumption restricted to designated areas.

F. That all parish organizations and event coordinators be familiar with the Alcohol Control Guidelines and Policy and be responsible for implementing it as it applies to their specific events. See attached Acknowledgement Form below.

G. That violations of this policy should be brought to the attention of the pastor. Violations may subject the violating organization to the loss of alcohol privileges, at the discretion of the pastor, with any advice he may seek from Pastoral Council.

***H.* That this policy statement, and its related guidelines may be revisited no sooner than 5 years from its enactment (unless there is advice from the Archdiocese or its legal counsel that it is appropriate to do so, and then only as to those parts where we are directed to revisit).**

USAGE AGREEMENT

St. James Hall (Church Undercroft) or Other St. James Property
(for events not sponsored by parish organizations)

Name of person or organization: _____

Address:

Telephone:

Email:

Event:

Date:

Time:

Event Location:

(Church Hall/undercroft, St. James Fields, St. James parking lot, or other: _____)

Number of persons attending:

See the attached Policy for Use of St. James Hall and Other St. James Property, with Alcohol Control Guidelines and Policy.

****add various details as necessary for parish operation and management

Indemnification (for users other than parish organizations): the user, in consideration of this agreement, does hereby agree to indemnify and hold harmless the Archbishop of Cincinnati and his successors as trustee for the congregation of St. James W.O. Roman Catholic Church and the Archdiocese of Cincinnati, their respective representatives, agents, and employees of any and all demands, causes of action or any other claims whatsoever for damage to property, injury or death to person, arising out of, or connected with the use of the premises by the user and all persons attending the event.

Alcoholic beverages: the user will be responsible for any alcoholic beverages served and will be responsible for controlling the amount served to one person. The user will comply with St. James' Alcohol Control Guidelines and Policy (attached). All provisions of Ohio law relating to liquor control and the serving of alcohol are to be strictly followed.

I have read this Agreement and the attached Policies and Guidelines, and agree to abide by all of the terms of this Agreement, the Policies, the Guidelines, and Ohio law.

Signed: _____

Date: _____

(User) Printed name:

Signed: _____

Date: _____

(St. James representative on behalf of the parish)

Policy for Use of St. James Church Hall or Other Church Property

**** various details as necessary for parish operation and management

St. James Mission Statement: users should endeavor to conduct all events held on St. James Property in a manner consistent with the parish mission statement, as follows: All St. James the Greater Church affiliated councils, and organizations will strive to: promote the spiritual growth of the parish community; be a visible witness to all people of the message and service of Our Lord Jesus Christ through community and worship; assist our Pastor in whose ministry of Christ we have been called to share.

Bartenders: Archdiocesan liability insurance does not cover bartenders. We will not provide or recommend a bartender. We advise you against asking friends or anyone who does not carry specific liability insurance for bartending.

Acknowledgement Form

re Receipt of St. James Parish Alcohol Control Guidelines and Policy
(for use with St. James parish organizations)

Name of organization: _____

Address of contact person:

Telephone of contact person:

Email:

Event:

Date:

Time:

Event Location:

(Church Hall/undercroft, St. James Fields, St. James parking lot, or other: _____)

Number of persons attending:

The above-listed organization has received, and understands, the attached St. James' Alcohol Control Guidelines and Policy. All provisions of Ohio law relating to liquor control and the serving of alcohol are to be strictly followed.

Signed: _____

Date: _____

(On behalf of the above-listed organization)

Printed name:

Alcohol Control Guidelines

(in accordance with the St. James Pastoral Council's General Policy Statement, May 2006)

St. James Mission Statement: all parish organizations should endeavor to conduct all events held on St. James Property in a manner consistent with the parish mission statement, as follows: All St. James the Greater Church affiliated councils, and organizations will strive to: promote the spiritual growth of the parish community; be a visible witness to all people of the message and service of Our Lord Jesus Christ through community and worship; assist our Pastor in whose ministry of Christ we have been called to share.

Under Ohio State Law

1. You must be 21 to purchase or consume beer or any alcoholic beverages.
2. You must be 19 to handle, serve, or sell beer or any alcoholic beverages.
3. You may not sell to anyone you have reason to believe is intoxicated.
4. You may not sell to anyone you have reason to believe is under the legal drinking age.
5. You may not sell to anyone who is going to give the drink to someone you feel is under the legal age or already intoxicated.
6. No alcohol is to be sold without a liquor license.
7. A temporary permit holder (e.g. F type permits) cannot serve unlimited drinks for a one-time admission charge.

Signs for Serving Areas

1. You must be 21 to purchase or consume alcoholic beverages.
2. We refuse the right to serve anyone.
3. No intoxicating beverages may be brought onto premises.
4. Transportation will be provided to anyone who has consumed too much alcohol to drive—please contact the bartender, server, or event coordinator for this.

Additional Guidelines

1. Liquor or beer should be served within a restricted, confined, roped-in or fenced-in area.

2. Violators that bring in their own liquor will be asked to leave the premises immediately.
3. Use only trained bartenders or personnel. You may be required to hire insured professional bartenders (proof of insurance must be obtained).
4. Stay with your established serving times. No drinking after hours.
5. Be sure and ask for identification anytime the age is in question. No i.d.—no liquor.
6. You may be required to hire private duty police for major events to monitor conduct and supervise auto use.
7. Limit the serving of drinks to one or two per person at one time.
8. The group that is using the premises shall be in charge of liquor control. Responsibilities include:
 - a. Review with all bartenders and servers our policies
 - b. Observe the pouring and serving of drinks
 - c. Make sure that the police are following instructions (if applicable), or if no police are present, those responsibilities are yours.
 - d. Watch for spills around the bar and other areas
 - e. See that supplies of liquor are stored properly and are not openly accessible for consumption.
 - f. Only allow the bartender to serve.
 - g. Neither the bartenders nor the organizer(s) (or coordinator(s)) of the event are to consume any alcohol.
9. Guidelines on how to read a false ID ****add later with more input****
10. Cab fare or cab slips must be available with the bartender or event organizer(s)/coordinator(s)
11. Steps of Intervention (if necessary) for any individual thought-to-be intoxicated that is brought to the attention of the bartender or event organizers
 - a. Assess anyone thought to be intoxicated. Err on the side of deeming the individual to be intoxicated.
 - b. Ask the intoxicated individual's companions to drive them home or offer a ride. Make an effort to see that the intoxicated individual is not going to drive.
 - c. If guest rejects these efforts or is belligerent, ask private duty police on hand to handle the situation; if no private duty police are present, call law enforcement officials.