

DRAFT ALCOHOL POLICY: FOR DISCUSSION

Congregational Alcohol Policy for Events and Venue Rentals

Purpose: This policy establishes guidelines for the responsible serving of alcohol at events and venue rentals held on the Palm Valley Lutheran Church (PVLC) campus. While acknowledging the opportunity to generate income through alcohol service, the policy ensures that it aligns with the church's mission and core values. The policy aims to maintain the integrity of the church's ministry while offering space for a variety of events that promote community engagement and fellowship.

Policy Guidelines:

1. Alcohol Service Permitted for Certain Events:

- Alcohol may be served at approved private events on church property.
- Wine will be allowed for the purpose of offering the sacrament of holy communion at PVLC-sanctioned services or events.
- All alcohol service must comply with Texas Alcoholic Beverage Commission (TABC) laws. A TABC permit is required of the vendor. Alcohol will only be served by a TABC-certified bartender or caterer, who carries appropriate liability insurance
- The use of alcohol is being provided as an enhancement to events. Any revenue generated by this service will support programs, outreach, and operational needs of the church.

2. Approved Event Types: Alcohol may be served at the following types of events (but not limited to):

- Weddings and Receptions
- Showers (e.g., bridal, baby)
- Banquets and Reunions
- Professional and Corporate Events
- Faith-Based Gatherings or Events

3. Non-Approved Event Types: Alcohol will **not** be served at certain events that may be incompatible with the church's mission, including but not limited to:

- Bachelor and bachelorette parties
- Events with themes or activities that promote excessive drinking or behavior contrary to the values of Palm Valley Lutheran Church

4. Restricted Hours: Alcohol service is prohibited during the following periods:

- **Sunday Worship Hours:** Alcohol will not be served during Sunday morning worship times
- **Holiday Worship Services:** Alcohol will not be served during major holiday worship times, including Christmas Eve, Lent, Easter Sunday, Good Friday, and other significant religious observances.
- **Preschool Operating Hours:** Alcohol will not be served during the preschool's operating hours (typically Monday through Friday, 7:30 AM to 2:30 PM) to ensure the safety and well-being of children and families in the building.

5. Approved Venues for Alcohol Service:

- Alcohol service is restricted to the following designated venues on church property:
 - **The Oak Grove** (outdoor space)
 - **The Multipurpose Facility, "The Backporch"** (indoor event space)
 - **The Christian Life Center (CLC) and kitchen area of the CLC.** Specifically, this only includes the floor space that is tiled. Alcohol is not permitted in any area of the CLC that is carpeted.
- Alcohol will not be served in any other areas of the church property, including the sanctuary, classrooms, hallways, or offices.

6. Approval and Event Planning:

- Any event requesting alcohol service must be submitted to the church office no later than 30 days before the requested event date for approval.. The request must include details such as the type of event, the TABC-Certified bartender or caterer, and the alcohol service plan.
- The church reserves the right to deny alcohol service for any event that is deemed to be inconsistent with the mission and values of the church. Events that could negatively impact the church community, its reputation, or its ministry will not be approved.

7. Alcohol Service and Consumption Guidelines:

- Alcohol will be served in moderation, with beer, wine, and spirits being offered. The TABC-Certified bartender will monitor the consumption of alcohol and ensure that guests do not over-imbibe. PVLC assumes no liability; the event organizer and vendor must provide proof of liability insurance naming PVLC as additional insured.
- Alcohol may only be served and consumed within the designated areas (Oak Grove, The Backporch, and the Christian Life Center). It is prohibited to bring alcohol into other areas of the campus.
- Service will be limited to specific event times.

8. Safety and Responsibility:

- Event organizers are required to provide safe transportation options for guests who consume alcohol. This can include arranging for rideshare services, providing taxi vouchers, or promoting designated drivers.
- For large events, the church will require at the organizers' expense, security personnel and/or event monitors to ensure a safe and respectful environment.
- The event organizer is responsible for ensuring that all participants are behaving responsibly, and may be required to address any disruptive behavior associated with alcohol consumption.

9. Mission and Values Alignment:

- Alcohol service is provided with the understanding that it supports community events while promoting values of moderation, responsibility, and respect. The leadership of the church will review this policy annually to ensure it continues to reflect the congregation's commitment to living out Christian values in all activities on church property.
- Any event where alcohol service is requested must align with the mission of the church to create a safe, welcoming, and responsible environment for all attendees.

10. Enforcement:

Failure to comply with this policy may result in the cancellation of the event or the suspension of service to the event organizer for future events. Event organizers, vendors, and attendees are expected to adhere to all guidelines to ensure a safe and respectful atmosphere.

Effective Date: This policy will take effect immediately upon approval by the PVLC Congregational Council and will be reviewed annually to ensure that it continues to align with the mission and values of the church.

PVLC Event & Facility Request Form - Addendum for Requesting Alcohol Service

Event Information:

- **Event Name:** _____
 - **Event Date(s):** _____
 - **Event Organizer Contact Information:**
Name: _____
Phone Number: _____
Email Address: _____
 - **Type of Event (Check all that apply):**
 - ☐ Wedding
 - ☐ Reception
 - ☐ Shower (e.g., bridal, baby)
 - ☐ Banquet
 - ☐ Reunion
 - ☐ Professional/Corporate Event
 - ☐ Christian Organization Gathering
 - ☐ Other (please specify): _____
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Alcohol Service Request:

- **Will alcohol be served at this event?**
 - ☐ Yes
 - ☐ NoIf **yes**, please answer the following:
 - **Type of Alcohol (Check all that apply):**
 - ☐ Beer
 - ☐ Wine
 - ☐ Spirits
 - **TABC-Certified Bartender/Caterer Information:**
Name of Vendor: _____
License/Certificate/Permit Number: _____
Contact Information (Phone/Email): _____
 - **Alcohol Service Plan (please describe):**

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Event Venue Selection:

- **Select Venue(s) for Event:**
 - ☐ The Oak Grove (Outdoor Space)
 - ☐ The Multipurpose Facility, "The Backporch" (Indoor Space)
 - ☐ Christian Life Center (CLC) limited only to the tiled floor areas.
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Restricted Hours & Venue Policies:

Please be aware that **alcohol service is prohibited** during the following periods:

- **Sunday Worship Hours**
- **Holiday Worship Services (e.g., Christmas Eve, Easter Sunday, etc.)**
- **Preschool Operating Hours (Typically Monday –Friday, 7:30 AM–2:30 PM)**

Alcohol will only be served in the following venues:

- **The Oak Grove** (Outdoor Space)
 - **The Multipurpose Facility, “The Backporch”** (Indoor Event Space)
 - **Christian Life Center (CLC)** limited only to the tiled floor areas.
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Event Details & Responsibilities:

- **Please initial the following:**

_____ I acknowledge that I am responsible for providing transportation options for guests who consume alcohol (e.g., rideshare, taxi services, designated drivers).

_____ I acknowledge that I am financially responsible for security for this event.

I will make arrangements with this entity/company: _____
[PVLC utilizes Williamson County Constables and can provide contact information upon request.]

_____ I acknowledge that my event may require an onsite event monitor.

_____ I agree to ensure that all guests behave responsibly and adhere to the guidelines of the alcohol policy. Further, I agree that damages caused by event attendees beyond the amount of the security deposit will be charged to the event organizer.

Agreement & Signature:

By signing this form, I acknowledge that I have read and understood the **PVLC Congregational Alcohol Policy** for events and venue rentals. I agree to adhere to all guidelines regarding alcohol service, event times, and restricted periods. I understand that failure to comply with the policy may result in the cancellation of the event or suspension of alcohol service to me and/or my organization for future events.

- **Event Organizer Signature:** _____

- **Date:** _____

Office Use Only:

- **Event Approval Status:**

☐ Approved

☐ Denied (reason): _____

- **Approved by (Name/Date):**

Name: _____

Date: _____