



# Cleburne Conference Center

## Alcohol Policy

1. The City of Cleburne reserves the exclusive right to all alcohol concessions at the Cleburne Conference Center. No private coolers, liquor, beer, wine or other alcohol will be permitted unless approved in writing by the city manager’s office. Persons wishing to serve alcohol in conjunction with their rental or event must make prior arrangements with the staff. A minimum of 72 hours (or three working days, not including weekends or holidays) is required to process a temporary permit. The staff will negotiate all pricing for alcohol and bar staff required for each event.
2. At any Conference Center event where alcohol is served there shall be a minimum of (2) two uniformed police officers/first 100 guests and (1)one uniformed officer for each 100 guests thereafter. Officers must be present during the time alcohol is served and for (30) thirty minutes after serving has concluded. Officers are to be paid directly by the lessee prior to the start of serving at a rate of \$35/hour (two hour minimum) for each officer required. The Conference Center staff will make necessary scheduling arrangements with the Police Department for each event. \* Staff reserves the right to require additional law enforcement personnel when necessary for any event.
3. All alcohol at the event must be consumed in the room(s) designated for the event only. Failure to comply with this rule may result in the closure of the bar and possibly the event.
4. General access to Champagne fountains or punch bowls containing alcohol will not be allowed if any minors are part of those attending the event.
5. The serving of alcohol is to stop 30 minutes before the scheduled end of the event without exception.

These policies have been adopted to adhere to state law, city ordinances, to promote public safety and success of the event. Violations of this policy will result in termination of the event.

**(State Alcoholic Beverage Code, Section 105.06 – Illegal Public Hours of Consumption:**

**Monday – Saturday 12:15 a.m. to 7:00 a.m.**

**Sunday 1:15 a.m. to 7:00 a.m.)**

I, \_\_\_\_\_ have read and will adhere to these policies.

Event Name \_\_\_\_\_ Date \_\_\_\_\_