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# Guidelines for On-Campus Events

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Alcohol may not be served at student sponsored events on campus. Alcohol may be served at institution sponsored events on campus under the following guidelines.

Notre Dame de Namur University has adopted these legal and safe guidelines to encourage the responsible use of alcohol and to provide non-alcoholic alternatives for students who attend any on campus events.

The consumption of alcohol is permitted on campus when the following stipulations are met:

- ◆ Sponsoring organization must hire a caterer to serve all alcohol; this caterer must have or secure a temporary license from Alcoholic Beverage Control. The sale of alcohol either directly or indirectly without the license is prohibited. The sponsoring organization is responsible for all costs incurred in securing the caterer.
- ◆ The focus of the event is not on the serving of alcohol.
- ◆ A University faculty or staff member must be in attendance at all times.
- ◆ No alcoholic beverage shall be provided to anyone under the age of 21 nor to any person showing signs of intoxication; student IDs must be presented to insure compliance.
- ◆ Whenever alcoholic beverages will be present at an on campus event, non-alcoholic beverages and food must be provided free of charge. The sponsoring organization or caterer must provide at least 2 liters of non-alcoholic beverages for every 10 persons. Food, preferably non-salty snacks, must be available during the entire time that alcohol is available.
- ◆ All events where alcohol is served will require the presence of a uniformed NDNU Security Officer. The cost for the Security Officer will be incurred by the sponsoring organization.
- ◆ The sponsoring organization is responsible for the conduct of attendees. The sponsoring organization may be held financially responsible for any damage to the premises and/or damage to personal property and/or personal injury to any party(ies), and/or cleaning costs, if supervision is not adequate.

Any further questions may be directed to the Campus Life Office.

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