

City of Aurora Alcohol Policy

1. APPLICABILITY-This policy applies to all City of Aurora properties/facilities that have been designated as rentable facilities and allow for alcohol use on site:

Aurora City Park

If any State of Oregon or OLCC laws or rules conflict with any part of this policy, the laws and rules prevail.

2. AUTHORITY-Aurora Municipal Code, Ordinance No. 306.in coordination with Resolution Number 625.
3. DEFINITIONS- As used in this policy:

City of Aurora properties/facilities: Buildings and their premises owned by or leased to the City of Aurora.

Applicant/Contact Person: The person who has applied for use of a use of a facility, including alcohol use request form, paid in full for the facility rental; and applied for and received OLCC Alcohol Service Permit or Vendor License.

OLCC: Oregon Liquor Control Commission

4. GENERAL POLICY -

- Alcoholic beverages or their consumption shall be limited to wine and/or beer. Hard alcohol is not permitted. All events serving or selling alcohol will require a alcohol use permit and certificate of liability insurance.
- The only use of alcoholic beverages permitted by the City of Aurora, are those activities for which a reservation has been accepted and approved for alcohol use. See Section 5- "Requirements for Alcohol Use."
- In the State or Oregon, it is illegal for those under the age of 21 to possess or consume alcoholic beverages. It is illegal to provide alcoholic beverages to anyone under 21 or to anyone (regardless of age) who is visibly intoxicated.

5. REQUIREMENTS FOR ALCOHOL USE – The Applicant/Contact Person is required to submit all of the following the City of Aurora at least 30 Days prior to the date of your reservation:

- A signed Park Reservation Application, along with all fees & deposits.
- A signed Alcohol Use Request Form which includes the Hold Harmless Clause.
- Must have a certificate of liability insurance (Comprehensive General Liability for not less than \$1,000,000 must include Liquor Liability. REQUIRED.
- A copy of your OLCC Service Permit. If your event is being catered, a copy of the service permit from the catering company is required.
- The City of Aurora prohibits the sale of alcohol without proper OLCC licensure. If an Applicant/Contact Person requests the sale of alcohol at an event, an OLCC Vendor License must be obtained prior to the approval of the Alcohol Service Permit. The OLCC Special Dispenser and Caterer Dispenser licenses are also acceptable.

City of Aurora

One-Day Alcohol Use Request Form

Applicant/Contact Person: _____ Organization: _____

Date of Event: _____ Beverages to be served: ____ Beer ____ Wine
(No hard alcohol permitted)

Acceptance of Legal Responsibility by the Applicant/Contact Person:

I understand that liability related to the service and/or sale of alcoholic beverages is not covered by the City of Aurora's liability insurance policy. I further understand that under Oregon laws, severe liability may result from the service and/or sale of alcoholic beverages. I agree, by signing this use request, to accept any and all liability resulting from the service and/or sale of alcoholic beverages during my event at any City of Aurora facility or park. I further agree to hold harmless the City of Aurora from any and all claims resulting from the service and/or sale of alcoholic beverages during this event.

I understand that I am required to obtain and deliver proof of an OLCC (Oregon Liquor Control Commission) alcohol service permit. A copy of the OLCC permit must be submitted at least 6 weeks prior to the event. Additional OLCC Vendor license is required for the sale of alcoholic beverages. (See City of Aurora's Alcohol Policy)

I agree, by signing this use request, to familiarize myself and to comply with all Oregon laws and the regulations of the OLCC and the City of Aurora's Alcohol Policy relating to the sale and/or service of alcoholic beverages in a City of Aurora facility or park.

Applicant/Contact Person Signature

Date

Office Use Only

____ Approved ____ Denied Date: _____

Reason for Denial: _____

Authorizing Signature: _____ / _____
Title