

# INSTITUTE *for the* ARTS & HUMANITIES

## Hyde Hall Alcohol Policy

The Hyde Hall Alcohol Policy is designed to support the larger mission of the University of North Carolina at Chapel Hill. This policy strives to cultivate an environment that encourages healthy and responsible behaviors, supports faculty retention, and promotes the safety and well-being of all members of the University community. Alcoholic beverages may be served in Hyde Hall under terms and conditions consistent with established University policies; local, state, and federal law; and applicable policies of the Board of Trustees and Board of Governors governing the consumption, possession, use and/or sale of alcoholic beverages.

### Definition

An alcoholic beverage is defined as any beverage or other ingestible substance containing at least one-half of one percent of alcohol by volume, as defined by the North Carolina Alcohol Beverage Control Commission. This includes mixed drinks, beer, wine and champagne.

### Requesting Permission to Serve Alcoholic Beverages in Hyde Hall

In order to receive approval to serve alcoholic beverages in Hyde Hall, applicants must submit a “Request for Permission to Serve Alcohol in Hyde Hall” form at least 7 days before the scheduled event. If approved, the Events Coordinator will sign and return the “Request for Permission to Serve Alcohol in Hyde Hall” form to the applicant.

### Guests - Under 21 Years of Age

It is a violation of North Carolina law and University Policy to serve Alcoholic Beverages to anyone less than 21 years of age. Service of any alcoholic beverages is ***strongly discouraged*** at events that are likely to be attended by guests less than 21 years of age.

If individuals under 21 years of age will be attending an event where alcoholic beverages will be served, the University Administrative Unit/Department hosting the event must take appropriate precautions to ensure that alcoholic beverages are not served to individuals under the age of 21.

Such precautions may include:

- A sign on the bar or other location where alcoholic beverages are served that states “Must be 21” or other similar language and an instruction to the caterer or bartender to ask for proof of age whenever an individual appears to be less than 30 years of age.
- Color-coded nametags or place cards for guests under 21 years of age and instructions to the caterer or bartender as to the significance of the color-coding.
- Instructions to caterers, bartenders, or University staff in charge of the event to be alert to the possibility that guests over 21 may attempt to obtain alcoholic beverages on behalf of guests under 21. It is the responsibility of the University Administrative Unit/Department hosting the

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event to be certain that alcoholic beverages are not served or provided to individuals under the age of 21.

## Serving Alcoholic Beverages in Hyde Hall

- Alcoholic Beverages may be served, displayed, and consumed at **invitation-only, private functions**.
- Alcoholic Beverages may not be served, displayed, and consumed at public events.
- Alcoholic Beverages cannot be served in Hyde Hall on a weekday until after 5:00 p.m.
- Permission to serve alcoholic beverages must be approved by the IAH Events Coordinator at least 7 days before the scheduled event, in writing.
- Any function at which alcoholic beverages must include a sufficient amount of non-alcoholic beverages and substantial wholesome food (heavy hors d'oeuvres or dinner), as outlined in the Alcohol Policy of the University of North Carolina at Chapel Hill.
- Alcohol must be served by a professional bartender. Self-service of alcohol is not permitted in Hyde Hall.
- Cash bars are prohibited.
- "Cover charges" are prohibited for attendance at events at which alcohol is given away.
- Receptions and socials that are followed by a full meal at which any type of alcoholic beverage is served are limited to one hour.
- Receptions or socials involving the serving of liquor or fortified wine (more than 14 percent alcohol by volume, i.e., brandies and liqueurs) must be accompanied by a full meal.
- Receptions not followed by a full meal are limited to the serving of beer and unfortified wine (less than 14 percent alcohol by volume) and are limited to two hours in length. Note: Most red and white dinner wines fall into the unfortified wine category.

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## Request for Permission to Serve Alcohol in Hyde Hall Form

Please complete and email this form to [iah@unc.edu](mailto:iah@unc.edu). Include the name and date of your event in the subject line of your e-mail.

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Event Name: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Are you hosting an invitation-only, private function?                      Yes                      No

Are you planning to serve beer and/or wine?                      Yes                      No

Are you planning to serve liquor?                      Yes                      No

Are any of your guests under the age of 21?                      Yes                      No

By signing this document, I affirm that I have read, understand, and agreed to abide by policies outlined in the Hyde Hall Alcohol Policy and the Alcohol Policy of the University of North Carolina at Chapel Hill. No amendment, modification, or alteration of the terms of this document shall be binding unless it is in writing, dated subsequent to the effective date of this document, and duly executed by the parties hereto.

### Applicant

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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For Internal Use ONLY:

### Events Coordinator

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_