

Application to Sell or Use Alcoholic Beverages at Ohio University

(Under Ohio University Policy and Procedure 24.001)

All events held at Ohio University at which alcoholic beverages will be sold or distributed must comply with University Policy and must be approved in advance. This form must be received at the BAKER UNIVERSITY CENTER ADMINISTRATION OFFICE, Baker University Center Rm. 347 at least 5 days in advance for events serving alcohol, 35 days in advance for events selling alcohol. Permission to sell is required if the event is open to the public or if an admission fee is charged.

Date Received

Do you want permission to: Serve Alcohol Sell Alcohol

*If selling alcohol on campus (excluding Baker University Center or Memorial Auditorium) the applicant will be required to complete an F or F2 Permit through the Division of Liquor Control.

Organization: _____

Name of applicant: _____ Phone: _____

Email: _____ Advisor (student groups): _____

Date of event: _____ Start time (after 11am): _____ End time (before 1am): _____

Location of event: _____ Public Event Private Event

Nature of event (be specific): _____ Must provide guest list for Private Events.

Describe who will attend: _____ Expected number attending: _____

Type of alcohol served: Beer Wine Liquor

Will there be an admission fee, or tickets sold for entrance to your event?: Yes No

List non-alcoholic beverages served: _____

List non-salted food to be served: _____

Are majority of Attendees over 21? Yes No

Are you using University Catering Services? Yes No

*If no was answered, where will you purchase the alcohol being served?: _____

We have read and understand Ohio University Policy and Procedure 24.001. If applicable, we have read and understand the rules for the sale of alcoholic beverages under Ohio Liquor Laws and accept responsibility for enforcing the policies and laws therein as they apply to this event. Violation of Ohio Liquor Laws and/or Ohio University Policy may result in referral to appropriate law enforcement agencies, University Community Standards, and/or denial or permission to use or sell alcoholic beverages in the future.

Applicant's signature Date Advisor's signature (student groups) Date

Please DO NOT write below this line. For office use only

Applicant status verified: _____ Facility permission verified: _____

Amount of beverages permitted: _____

Additional requirements imposed: _____

Approved Denied _____
By Date

Applicant Advisor OUPD Event Services OHIO U. Catering Maintenance