

Policy on the Use of Alcohol at St. Margaret's Church Effective September 15, 2008

The use of alcohol on St. Margaret's Church property shall occur only with the expressed approval of St. Margaret's, only under the conditions specified, and only within the Guidelines detailed below. The lay governing body of St. Margaret's, the Vestry, approved these Guidelines at its regularly scheduled meeting of September 15, 2008. The Vestry and staff of St. Margaret's shall assume that approval for use carries with it the full intent of the approved party to adhere to both the spirit and intent of these Guidelines. These guidelines seek to:

- *promote social responsibility in the incidental use of alcoholic beverages;*
- *assure compliance with all applicable laws and regulations;*
- *assure that St. Margaret's is adequately protected under existing liability insurance policies.*

Guidelines

1. This policy specifically excludes sacramental events where communion wine is included as part of the service.
2. The use of alcoholic beverages shall be incidental to, and not a focus of, the event.
3. Consumption will be modest.
4. St. Margaret's will observe all applicable state, local and federal laws and regulations with respect to alcoholic beverages including and most especially the observance of Maryland's legal drinking age and refusing continued service to anyone who may be intoxicated or judged to have consumed enough.
5. Alcoholic beverages served will be limited to beer, wine and champagne. Hard liquor is not permitted.
6. Attractive non-alcoholic alternatives must be provided in equal quantities and accessibility.
7. Alcohol shall be available only with the presence of food.
8. The availability of alcoholic beverages may not be promoted or publicized as an attraction to the event.
9. The sale of alcoholic beverages on a "per drink" basis is not permitted. These beverages shall be included in the overall fee for the event.
10. The use of alcohol is not permitted during any activity primarily designed for persons under the legal drinking age as defined by the State of Maryland.
11. A special one-day liquor license must be obtained from the Anne Arundel County Board of License offices. This license must be obtained by church members and other groups using our property. Please read more about this process on the back of this page.
12. Any outside group using our property must complete and sign our application form online at www.st-margarets.org or call the church office at 410-974-0200.

ANNE ARUNDEL COUNTY REQUIREMENTS

Please observe the following as you fill out and submit the application for a special one day license. A [Such] license must be obtained in person, or you may call 410-222-1148 for information. [and they mail you one.:] All one day license applications must be brought into the office of the Board of License Commissioners, 94 Franklin Street, Annapolis, Maryland, for processing at least one (1) week in advance of the event. Hours for processing applications are between 9:00 a.m. and 3:00 p.m., Monday through Friday. All fees must be in the form of a check or money order, no cash will be accepted!!! The fees are as follows: Class C (beer, wine) is \$10.00 and Class C (beer, wine, liquor) is \$25.00. More information is found at <http://www.liquorboardannearundelcounty.com/>

1. All one day license applications must be typed or printed in ink.
2. All one day licenses must be issued to three (3) people belonging to the non-profit organization, club, society or association (no exceptions) and must contain the following information:
 - (a) hours of function,
 - (b) approximate number of guest attending the function,
 - (c) phone numbers on the three (3) people who sign the application,
 - (d) complete addresses on the three (3) applicants (zip codes, etc.),
 - (e) if there is to be any kind of entertainment at the function, you must state what type and their name and if this is the first time applying you must supply this office with: organizations, copy of the by-laws, wedding invitations, tickets, etc. pertaining to the event.
3. All one day license applications must be notarized on the front, signed by the property owner and witnessed on the back of the form.