



**6901 Wichita Street Forest Hill, TX 76140
817.708.2051**

ALCOHOLIC BEVERAGE POLICY & AGREEMENT

The Forest Hill Civic & Convention Center shall abide by all laws of the City of Forest Hill and the State of Texas concerning the use and serving of alcohol.

Each CLIENT wishing to have alcohol at their event must abide by the following regulations regarding alcohol use in the Forest Hill Civic & Convention Center facilities:

1. Alcoholic beverages may be consumed with a completed Policy & Agreement, Rental Application, and payment of the appropriate fee(s).
2. No alcoholic beverages may be sold at any event held at the Forest Hill Civic & Convention Center.
3. Alcoholic beverages may be consumed:
 - a. With payment of the Alcohol Beverage Policy Damage Deposit of \$250; this is a refundable deposit - barring any damage costs that may be incurred. This deposit is in addition to the Rental Damage Deposit of \$500.
 - b. With providing the City of Forest Hill a Certificate of Insurance proving that the lessee has in force and effect insurance as follows (which shall show the City of Forest Hill as insured):
 - i. Comprehensive General Liability Insurance, including products and liquor liability with not less than the following limits:
\$2,000,000 General Aggregate
\$1,000,000 Limit Per Occurrence
4. Alcoholic beverages may be consumed when the appropriate number, as determined by the Forest Hill Police Department, of off-duty police officers are hired for security purposes. Officers will be on-site during the hours in which alcohol will be consumed at the event. The cost per hour per officer will be determined by the current off-duty pay rate and client will pay officer(s) at the start of their shift.
5. It is illegal to serve alcoholic beverages to any person under age twenty-one (21).
6. Proof of Age will be required for anyone appearing to be 30 years of age or younger. Identification must be by a government agency (state or federal) ID and must include date of birth and photograph. Documents altered in any way are unacceptable.
7. Beverage servers and any police officer have the right to refuse service/sale to anyone who appears to be intoxicated or under age 21.
8. Non-alcoholic beverages (sodas, juices, waters, etc.) shall be made available for the duration of any event where alcoholic beverages are served.
9. Alcoholic beverage service will be stopped one (1) hour before the end of the event.
10. No alcoholic beverages may be taken outside of the building by guests or participants. Unopened containers may be transported to vehicles for removal from the event.

- 11. It is illegal to serve alcoholic beverages to an intoxicated person.
- 12. It is illegal to be intoxicated in public.
- 13. It is illegal to drive under the influence of alcohol.

Indemnification:

The Client agrees to defend, indemnify and hold harmless the City of Forest Hill and the Forest Hill Civic & Convention Center and its employees, agents, officials, and officers from and against any and all claims, demands, causes of action, or liabilities incurred by the City of Forest Hill and the Forest Hill Civic & Convention Center or its employees, arising from CLIENT's acts or omissions under this Agreement or any act or omission of CLIENT's vendors, employees, contractors, or persons attending the meeting or event with the express or implied permission or invitation of CLIENT.

The Forest Hill Civic & Convention Center and the City of Forest Hill will not be held responsible for any losses, damages, or injuries. This refers to any loss, damage, or injury to persons or possessions that may occur at any function held on this property, from any cause, whatsoever, prior to, during, or subsequent to the period covered by this contract. CLIENT will be responsible for the control and supervision of the people in attendance during the use of the facility to ensure no harm is done to persons or property.

CLIENT agrees to abide by this Agreement and acknowledges having received a copy thereof. CLIENT will be held financially responsible for any damage to the facility or equipment, which occurs through the CLIENT's meeting or event at the Facility.

By signing below, the Client acknowledges that he/she has read and agrees to all above terms and conditions.

_____ Date: _____
Applicant's Signature

Approved by City Staff: _____ Date: _____



6901 Wichita Street Forest Hill, TX 76140
817.708.2051

ALCOHOL BEVERAGE AGREEMENT APPLICATION

Today's Date: _____

Event Date(s): _____

Name of the Individual or Organization completing application:

Area(s) of Consumption:

Total # of Attendees Expected: _____

Time alcohol will be consumed: _____ to _____

Host/Person of Responsibility: _____

Mailing Address:

Telephone: _____ Alternate: _____

Purpose of Use:

As Host, I understand it is my responsibilities to comply with all Forest Hill and State of Texas alcohol beverages laws, including the prohibition against serving alcohol to person who is underage.

Applicant's Signature Date: _____

Approved by City Staff: _____ Date: _____