

# UNIVERSITY OF WYOMING

## ALCOHOL POLICY FOR CAMPUS EVENTS AT THE UNIVERSITY OF WYOMING

April 2014

UW supports safe, legal, and responsible use of alcohol as set forth in the University of Wyoming Alcohol Policy ([http://www.uwyo.edu/generalcounsel/\\_files/docs/UW-Reg-2-39.pdf](http://www.uwyo.edu/generalcounsel/_files/docs/UW-Reg-2-39.pdf) , [http://www.uwyo.edu/generalcounsel/\\_files/docs/UW-Reg-2-39-Appdx-A.pdf](http://www.uwyo.edu/generalcounsel/_files/docs/UW-Reg-2-39-Appdx-A.pdf)).

1. Authorization to serve alcohol on campus for campus events must be requested by completing one of the alcohol request forms on the Administration website. The forms are for events on the general campus or in the Wyoming Union. (<http://www.uwyo.edu/administration/uw-policies/alcohol-on-campus.html>) Organizers are responsible for complying with all ordinances, regulations and laws, including but not limited to liquor laws and permit requirements, if alcohol will be served at the event.
2. For events on campus in locations other than those with specific authorization in the UW Alcohol Policy (e.g. Union, Jacoby Golf Course, etc.), the serving of alcohol at the event shall be limited to one of the following:
  - a. UW Catering;
  - b. An approved contractor/caterer, authorized to do business with the University and who shall have a liquor license and host liquor liability insurance; or
  - c. If alcohol is served by anyone other than those listed in (a) and (b), the hosting entity must secure special event insurance that specifically includes host liquor liability. This insurance may be purchased through UW Risk Management's website or through an outside insurance company with Risk Management approval. UW departments may not use state/University funds to purchase this insurance.
3. Alcohol service is limited to beer and wine. Requests for exception will be directed to the vice president for administration, and clearly state the reasons for hard liquor.
4. Alcohol service will be approved for up to four (4) hours for events.
5. When providing alcohol, UW requires organizers to provide food and non-alcoholic drink alternatives.
6. Alcohol must be served by TIPS-trained staff. (TIPS= Training for Intervention Procedures) Additional information on TIPS training is available through the UW AWARE office at <http://www.uwyo.edu/ucc/aware/> and also at [www.gettips.com](http://www.gettips.com).
7. Alcohol service will not be permitted before 4:00 p.m. in campus facilities during the week (Monday-Friday), unless otherwise authorized by specific licenses or regulations.

*Developed in cooperation with AWARE, Central Scheduling, General Counsel, Residence Life and Dining Services, Risk Management, the Wyoming Union, and the UW Police Department.*