

RIVERSIDE UNITED CHURCH

POLICY ON THE SERVING OF ALCOHOL

This policy was developed at the request of the Council of Riverside United Church in response to a request from the Joint Use and Management Committee as an addendum to their policy on use and rental of the building. It is noted that the policy of the United Church of Canada states that the serving of alcohol will be at the discretion of the individual congregation.

POLICY:

It is the policy of Riverside United Church that alcohol (beer/wine) may be served at Church-sponsored and rental events consistent with the requirements listed below:

1. All occasions where alcohol is being served must follow provincial legislation (The Alcohol and Gaming Commission of Ontario).
2. A Special Occasion Permit (SOP) is required whenever alcohol is being served. This is to be obtained by the organizer of the event.
3. Two categories of events are relevant to the church:
 - a. **Private Event – Invited guests only.** No advertising about the event. Alcohol will not be sold for profit. Permit applications must be submitted at least 10 days prior to the event.
 - b. **Public Event – Open to the public.** Can be advertised. Fundraising from the sale of alcohol is permitted. Permit application must be submitted at least 30 days prior to the event.
4. A permit holder, or designate, must be on-site for the duration of the event. The permit holder must be knowledgeable of, and adhere to, all regulations within the Application for a Special Occasion Permit. A signed copy of the SOP must remain at the church office when the rental agreement is signed.
5. The Special Occasion Permit is available online or at any LCBO.
6. Alcohol will be limited to wine and/or beer.
7. Non-alcoholic beverages must also be available.
8. Alcohol service must finish one hour before the event ends.
9. It is recommended that, where possible, the permit holder take the “Safe Serve” course, available on-line.
10. The SOP must be displayed publicly during the event.
11. The sales receipts/proof of purchase must be readily available during the event in case of a visit from an inspector.

8 June, 2014