

## CORPORATE POLICY

### 100.13 Alcohol Sale and Service

Version	Date	Author	Description (if appropriate)	Approved	Distribution
1.0 (original)	04/30/2018	C Campbell	Establishes Policy for Campus		Campus distribution / Public Catering Website
1.1	06/25/2018	C Campbell	Revised with language for Off-Campus event approval direction	Don Penrod 07/10/2018	Campus distribution / Public Catering Website

#### Purpose and Scope

The 49er Shops and the California State University, Long Beach is committed to providing a safe and enjoyable venue for public, cultural, educational, entertainment, athletic, and social events. This policy furthers this commitment by setting forth guidelines to ensure alcoholic beverages are served or sold only in accordance with all applicable laws, policies, and regulations.

Under the license issued by the Department of **Alcoholic Beverage Control (ABC)**, alcoholic beverages at events/activities held on campus may be sold or served only by the Forty-Niner Shops, Inc., or their **Approved Caterers**. This policy applies to all related events/activities when alcoholic beverages are sold or served on campus (**Approved Locations**) as follows:

1. **Student Sponsored Events**
2. **University Sponsored Events – On Campus**
3. **Third Party Events with Facility Rental**
4. **University Intercollegiate Athletic Events in University Owned/Operated Facilities**

#### Policy Statement

The **Sale** and **Service** of alcoholic beverages must be conducted in accordance with all local and state laws, including the California Alcoholic Beverage Control Act and any regulations under the auspices of the California Department of Alcoholic Beverage Control. The consumption of alcoholic beverages at ABC licensed locations does not require additional approval. Consumption outside of these licensed campus facilities requires approval through the Alcohol Beverage Clearance Form (Exhibit A) approval process.

#### Alcoholic Beverages Permitted

Beer and wine are the only alcoholic beverages that may be sold, served or otherwise consumed on the University campus during University Sponsored Events and Student Sponsored Events. The service of distilled spirits shall be permitted at Third Party Events

such as a wedding or conference receptions, and University Sponsored Events such as fundraisers, VIP receptions or other similar type events as permitted under review by the Forty-Niner Shops' general manager or President or her/his designee.

When alcohol is sold or served at an event/activity on the University campus, it must be consumed within a building or on its terrace in compliance with an ABC license permit. Attendees shall not bring alcohol into the facility and are not permitted to leave the facility with alcohol. Transportation of alcohol in open containers to a campus parking lot or to any other location in or around the campus is prohibited.

If the event involves a non-hosted **Cash Bar** or **Donated Alcohol**, a daily license from the ABC is required. This requirement applies regardless of the number of people in attendance.

The only exception to service of beer and wine at athletic events is given by permission under the Chancellor's Executive Order 1109. This executive order permits that beverages with distilled spirits (hard liquor) may be served complimentary or sold, provided the provision and consumption of such beverages is limited to VIP suites, skyboxes, or similar premium seating areas that are distinctly separate and secure from general admission seating and not predominately used by students or minors. While meeting the requirements of the EO 1109, the service of distilled spirits must also comply with ABC regulations and may not conflict with other licenses that may also be active at any given location.

<b>Activity</b>	<b>Service of Alcohol Beverages</b>	<b>Sale of Alcohol Permitted</b>	<b>Type of Alcohol Permitted</b>	<b>Comments/ Examples</b>
University Sponsored Events – On Campus	Yes	Yes	Beer Wine Distilled Spirits	Special permissions for distilled spirits at Fund Raising, VIP Receptions
Student Sponsored Events	Yes	Yes	Beer Wine	No Distilled Spirits
Third Party Events with Facility Rental	Yes	No	Beer Wine Distilled Spirits	Wedding Conference Receptions
University Intercollegiate Athletic Events in University/Operated Facilities	Yes	No	Beer Wine	EO 1109 provides exceptions for distilled spirits

## **Definitions**

### **Alcoholic Beverage**

Includes alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits wine or beer, and which contains one-half of 1 percent or more of alcohol by volume

and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances (Business and Professions Code, Section 23004, California Alcoholic Beverage Control Act).

### **Alcohol Beverage Control**

The Department of Alcohol Beverage Control (ABC) requires a special daily license for alcohol sold at a cash bar. The Forty-Niner Shops, Inc., requires at least twenty (20) business days before the event to complete the daily license application process.

### **Approved Caterers**

Any reference to “caterer” in the alcohol service guideline and procedure documents shall always mean to imply Approved Caterer(s). Approved Caterers authorized to sell/serve alcohol on the University campus can be found: <http://web.csulb.edu/aux/49ershops/corporate/catering/>.

### **Approved Locations**

Consumption of alcohol is permitted only within the established and approved location designated for the event. Approved locations for the sale or service of alcohol on the University Campus can be found:

[https://web.csulb.edu/divisions/students/studentdean/campus\\_regulations/](https://web.csulb.edu/divisions/students/studentdean/campus_regulations/).

Other locations may be approved through the Alcohol Beverage Clearance Form approval process. The Event Services Office in consultation with University Police will determine the appropriate levels of security at athletic events where alcohol is being sold or served. No person may bring alcoholic beverages to any university workplace for consumption unless prior approval has been granted through the Alcohol Beverage Clearance Form approval process. Consumption of alcohol is prohibited in residence halls by persons under the age of 21, individual offices, classrooms, laboratories, or generally accessible public or open areas, such as the quad and athletic fields (except Designated Locations).

### **Cash Bar**

When an Approved Caterer is hired to provide food service for an event and beer/wine is made available for purchase at the event, or is paid for by the guest as part of their meal cost, this is considered a non-hosted or cash bar. The ABC special daily license is required.

When an Approved Caterer is hired to provide food service for an event and beer/wine is included as part of the catering package paid for by the host, or person affiliated with the host, this is not a cash bar and the ABC special daily license is not required.

### **Donated Alcohol**

Donated alcohol is only available to 501(c)(3) corporations and must only be provided by a licensed wholesaler, manufacturer or distributor. The Forty Niner Shops, Inc. must serve

all donated alcohol. Department of ABC requires special handling of this product, please allow thirty (30) days before the event date.

### **Sale**

To exchange any consideration either directly or indirectly for alcohol. If admission charges are made for a social function, alcoholic beverages may not be served as part of the admission price. The term "consideration" includes money or tickets, tokens or chits which have been issued in exchange for money or anything else of value.

### **Service**

Alcohol beverages cannot be provided to any person under the age of 21 years old. Forty Niner Shops policy requires all alcohol servers must be 21 years of age or older and shall undergo training as provided by the California Department of Alcohol Beverage Control. Licensee Education on Alcohol and Drugs (L.E.A.D.) training is offered at no cost and is a prevention and education program for retail licensees, their employees and applicants.

When alcoholic beverages are served, non-alcoholic beverages must be available at all times, and the availability food and/or snacks is highly encouraged.

### **Student Sponsored Event**

An event that is organized and/or presented by a recognized student organization. For more information on recognized student organizations, see Campus Regulation VI: Recognition and Registration for Student Organizations or contact the Office of Student Life and Development at (562) 985-4181.

### **Third Party Event with Facility Rental**

An event which is organized/presented by an individual or group not associated with the University. All Third Party Events will work directly with the Approved Caterer/Approved Location for the sale/service of alcoholic beverages.

### **University Sponsored Event – On Campus**

Any event that is held in or on property owned by CSULB, or its affiliate Auxiliaries, that is paid for in full or in part by CSULB or its affiliate auxiliaries; or where funds or products are donated to or exchanged with CSULB or its affiliate auxiliaries.

### **University Sponsored Event – Off Campus**

Any event that is held off campus that is paid for in full or in part by CSULB or its affiliate Auxiliaries; or where funds or products are donated to or exchanged with CSULB or its affiliate auxiliaries. Such off campus events will require University Administration approval. For additional details, see the Administrative Guideline for the Sale or Service of Alcoholic Beverages:

<http://web.csulb.edu/misc/adminguidelines/alphabetical.html#a>

### **University Intercollegiate Athletic Events in University Owned/Operated Facilities**

An intercollegiate athletic event, those events which take place between colleges or universities, including events held at university-owned or operated facilities or other facilities over which the University has jurisdiction.

### **Additional Contacts**

<b>Subject</b>	<b>Contact</b>	<b>Phone</b>	<b>Email</b>
Primary Policy Contact	49er Shops	562-985-8948	Clint.Campbell@csulb.edu

### **Appendices and Related Information**

**Appendices (if any): N/A**

**Related Chancellor's Office Policies:**

Forty Niner Shops Operating Agreement:

<http://auxiliary.calstate.edu/?cat=21&submit.x=42&submit.y=12>

Alcohol Sales and Advertising Policy - Executive Order No. 1109:

<http://calstate.edu/EO/EO-1109.html>

Hospitality, Payment or Reimbursement of Expenses – Executive Order No. 761:

<https://www.calstate.edu/eo/EO-761.pdf>

**Other Related Information:**

Administrative Guideline – Sale or Service of Alcoholic Beverages

<http://web.csulb.edu/misc/adminguidelines/alphabetical.html#a>

Campus Regulation I: Recognition and Registration for Student Organizations

[http://web.csulb.edu/divisions/students/studentdean/campus\\_regulations/regulations\\_I-II.htm](http://web.csulb.edu/divisions/students/studentdean/campus_regulations/regulations_I-II.htm)

Campus Regulation XI: Alcohol, Drugs and Tobacco Policies

[http://web.csulb.edu/divisions/students/studentdean/campus\\_regulations/regulations\\_VII-I-IV.htm#reg11](http://web.csulb.edu/divisions/students/studentdean/campus_regulations/regulations_VII-I-IV.htm#reg11)

Code of Conduct

<http://web.csulb.edu/greek/conduct/>

Campus Policy: Alcohol and Drugs

[https://web.csulb.edu/divisions/students/atod/policies/alcohol\\_drugs.htm](https://web.csulb.edu/divisions/students/atod/policies/alcohol_drugs.htm)

Campus Standards of Conduct

[http://daf.csulb.edu/offices/bhr/handbook/personnel\\_pol\\_proc.html#campus-standards](http://daf.csulb.edu/offices/bhr/handbook/personnel_pol_proc.html#campus-standards)

Approved Caterers

<http://web.csulb.edu/aux/49ershops/corporate/catering/>

## Form

Forty Niner Shops Catering

<https://www.csulb.edu/49er-shops-at-the-beach/catering>