

THE EPISCOPAL DIOCESE OF WEST TEXAS POLICY CONCERNING ALCOHOL USE

The policy of the Episcopal Diocese of West Texas concerning the use of alcohol in the congregations, schools and other institutions of the Diocese is set out in the following requirements and guidelines. It is the responsibility of the Rector in consultation with the Vestry/Bishop's Committee to implement this policy in the local setting and to make it known to their congregations. The purpose of this policy is to provide a structure for the reasonable and responsible use of alcohol within congregational life; to honor and protect those who do not or should not consume alcoholic beverages; and to strengthen the health and well-being of the Church. This policy is not intended to limit the authority of a Vestry or Bishop's Committee to adopt additional requirements or guidelines for their own congregations.

REQUIREMENTS:

- The serving of alcoholic beverages is to be done in moderation.
- The serving of alcoholic beverages is to be monitored and controlled.
- If alcoholic beverages are served, an attractive non-alcoholic choice must be readily available; and clearly labeled as non-alcoholic.
- Food and beverages containing alcohol, including wine and champagne punches, must be clearly labeled at the point of preparation and at the point of service.
- No church event should be centered around the drinking of alcoholic beverages.
- Even mildly intoxicated persons should be provided safe transportation home.
- Chemical usage other than alcohol is clearly controlled under federal, state and local laws and, as such, is forbidden at any church function.
- This policy applies equally to church events on and off church premises.
- This policy applies to diocesan institutions and parochial schools as well as congregations.
- Exceptions to this policy may be made only with the advice and consent of the Bishop or the Bishop's designee.
- Requests for exceptions must be received in the Bishop's office at least 21 days prior to the event.
- Non-church groups using church facilities must provide proof of liability insurance to the church.
- A responsible party for non-church groups using church facilities for events at which alcoholic beverages will be served must read and sign a copy of this policy, agreeing to abide by it.

GUIDELINES:

- The Policy Concerning Alcohol Use is to be made known to parish/mission leadership annually, especially vestry members, Bishop's Committee members and those responsible for church events, including weddings.
- This policy should be posted in church kitchens.
- Wine and champagne, whether in glasses or bottles, should be served rather than left on dining tables.
- Unused alcoholic beverages are to be removed from church premises as soon as possible following an event.
- Beer kegs are not allowed on church premises.
- Hosts or servers should be used to monitor the serving of alcoholic beverages.
- Each congregation is encouraged to have a Recovery Sunday at least every other year.
- Serving adults alcoholic beverages at events that are intended primarily for children and young persons is strongly discouraged.

Adopted by Resolution of the Executive Board, May 6, 2010

Liability Agreement between St. Mark's Episcopal Church and Applicant for Use of St. Mark's Episcopal Church Facilities

_____ (Name of Group) is referred to herein as the Applicant.

The Applicant accepts liability for damage to the buildings, grounds, furniture, and equipment of St. Mark's Episcopal Church, and for the safety of all guests. The applicant agrees to be held responsible for costs for repair that exceeds normal wear and tear. The Applicant agrees that no part of the "building use" deposit or the "costs" deposit will be used to pay for costs associated with damage to any part of the grounds of St. Mark's Episcopal Church. In the event alcohol is served at an event, the applicant agrees to do so in accordance with the guidelines and requirements set forth in the Episcopal Diocese of West Texas Policy Concerning Alcohol Use and Waiver of Liability.

The Applicant shall indemnify, defend and hold harmless St. Mark's Episcopal Church and the Episcopal Diocese of West Texas and their respective officers, directors, employees, agents, and representatives harmless from and against any and all claims, demands, causes of action, losses, liabilities, damages and expenses (including reasonable attorney's fees and costs) arising out of or in connection with any allegations brought against St. Mark's Episcopal Church and the Episcopal Diocese of West Texas and their respective officers, directors, employees, agents and representatives from and against any cost and expense (including reasonable attorney's fees and costs) arising out of the use of the premises or property of St. Mark's Episcopal Church by the undersigned.

The Applicant agrees that all licensed food service caterers used for any event will provide to a member of the Facilities Use Subcommittee, at least one week prior to the beginning of the scheduled event, a certificate of insurance. The certificate of insurance shall name the Episcopal Diocese of West Texas and St. Mark's Episcopal Church as additional insured parties. The coverage is to be underwritten by an insurance company satisfactory to the Facilities Use Subcommittee and shall state, at a minimum, the following limits of liability coverage:

- Bodily Injury and Property Damage including personal injury: Minimum Limit One Million Dollars per occurrence.

The Applicant further agrees to the following conditions:

- If alcohol is to be served or sold, the insurance certificate shall include liquor liability coverage.
- The applicant is also responsible for obtaining any and all other applicable licenses and permits for the event.
- The applicant agrees that this contract is personal and not assignable.

The Applicant agrees to provide a safe environment for guests and to take all reasonable measures to avoid damage to the St. Mark's Episcopal Church property. If necessary, the applicant should require the removal of individuals from St. Mark's Episcopal Church property who are not abiding by the guidelines and requirements as established from time to time by the Facilities Committee of St. Mark's Episcopal Church.

Signature _____ Date _____