

**Stillwater Community Center
Rules for Serving Alcohol**

1. Persons or organizations renting Community Center facilities may not bring alcoholic beverages on the premises under any circumstances.
2. Alcoholic beverages may be dispensed on the premises only by a licensed caterer who have been approved by the Community Center Management prior to the event.
3. Before any caterer will be allowed to dispense alcoholic beverages, said person or entity shall meet the following criteria:
 - a. Provide current ABLE license to sell alcoholic beverages.
 - b. Provide proof of insurance. The period of coverage must include all days that you will be participating in the event.

INSURANCE REQUIREMENTS -PRESENT THIS TO YOUR INSURANCE AGENT

You must provide the City of Stillwater with proof of liability insurance. Liability insurance is required in the amount of \$25,000 for property loss per claimant arising out of a single act, accident or occurrence; \$1,000,000 (1 million) aggregate for any number of claims arising out of a single accident or occurrence; and \$125,000 per claim per claimant for bodily injury arising out of a single act, accident or occurrence. The City of Stillwater, Oklahoma, P.O. Box 1449, Stillwater, Oklahoma 74076, shall be named as an additional insured on the Comprehensive General Liability policy in amounts equal to the liability limits for political subdivisions set forth in the Oklahoma Governmental Tort Claims Act, 51 O.S. §151, et seq. Provided, however, this shall not preclude you from carrying insurance in amounts exceeding said liability limits so long as the City is not named as an additional insured in any amount in excess of said statutory liability limits.

4. All caterers serving alcoholic beverages at the Community Center shall agree to abide by the Rules for Serving Alcohol at the Stillwater Community Center.
5. No alcoholic beverage shall be dispensed between the hours of 12:01 AM and 2:00 PM.
6. No alcoholic beverage shall be dispensed to minors or intoxicated persons. Community Center Management reserve the right to immediately stop the dispensing of such beverages at any event where it is suspected that such activity has occurred.
7. No alcoholic beverages may be consumed outside of the specific rooms or areas rented.
8. Licensed security for all events is the responsibility of the person or organization renting the facility and shall be provided under the following schedule. Additional security arrangements may be necessary as determined by Community Center Management.

Number of Participants

0-50
51-99
100-149
150-199
200-249
250-299
300 or more

Number of Security Officers

one (1)
two (2)
three (3)
four (4)
five (5)
six (6)
minimum of seven (7)