

SECTION 10

ALCOHOLIC BEVERAGES

Pursuant to [Regents' Rules and Regulations, Rule: 80102](#), alcoholic beverages are prohibited on property and in buildings owned or controlled by The University of Texas System and any of the institutions. However, the President or the President's designee of an institution may waive this prohibition with respect to any event sponsored by the UT System or any of the institutions. An event is sponsored if

- A budgeted office, department, or division of the UT System or any of the institutions is responsible for organizing the event, inviting attendees, and paying expenses related to the event.
- Such an event is still considered sponsored if outside entity pays for food and beverages at the event.

Alcoholic beverages may be served in a Special Use Facility being used by a non-institutional individual, group, association, or corporation for purposes permitted by the [Regents' Rules and Regulations, Rule 80106](#). Meetings or events organized and presented by registered faculty, staff, or student organizations are not considered sponsored events.

A Permission to Serve Alcoholic Beverages Form MUST be Submitted and APPROVED

A link to the Event Management Coordination Form (EMC) is provided via email after Astra submission.

No alcohol is allowed on campus without the approval of the President, or his/her designee. **State law relating to alcoholic beverages is always strictly enforced.** The Event Contact must agree to the following:

- a) The President of the University, or his/her designee, and the Chief of Police must both approve your request to serve alcohol.
- b) The alcohol provider must be licensed to serve alcohol through the Texas Alcoholic Beverage Commission (TABC).
- c) The alcohol provider needs to have pre-approval from TABC, or a TABC Temporary Permit to serve alcohol, at the UT Tyler event location.
- d) The alcohol provider must provide TABC-licensed bartenders (to be paid for by host) to serve all alcoholic beverages.
- e) UTPD onsite security is mandatory (\$55/hour/person).
- f) Non-alcoholic beverages must be made available when alcoholic beverages are served.
- g) Liquor liability Insurance* that covers seller's liability for the service of alcohol under a Liquor Liability policy, or endorsed onto a Commercial General Liability policy, with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate is required. The University of Texas System Board of Regents, The University of Texas System, The University of Texas at Tyler, and The University of Texas Health Science Center at Tyler should be named as additional insureds with a waiver of subrogation in UT Parties' Favor under the company's liquor liability policy. (Required for any vendor who will be serving alcohol.)
- h) Line-Item G must be provided to the Risk Manager 10 days prior to the event date.
- i) Line Items B - D must be onsite at the event in case requested.
- j) Following the event, all opened bottles of beer and wine must be disposed of in accordance with established procedures. Unopened bottles of beer and wine, along with opened containers of liquor, may be temporarily stored in designated secured areas on campus, provided prior authorization has been obtained.