

In order for the University to maintain its Benedictine standards for hospitality and moderation, and for the ease of event sponsors, there are 3 options for bar service at the University of Mary: (Please circle your choice.)

1. *Payment per Opened Container*

*Guests are allotted two or three tickets to an open bar. The event sponsor pays for each opened container in its entirety regardless of the remaining contents. Event sponsors and guests are not permitted to take any of the opened containers following the conclusion of an event.

- Please also have wine available at the table.*
- *I request an exemption from the requirement to offer tickets to my guests. (submit in writing)*

2. *Payment per Guest*

The event sponsor chooses one of the four (4) bundled alcohol services below, paying a set rate per guest:

- A) Beer and Wine (2 tickets per guest) \$8/guest
- B) Beer and Wine (3 tickets per guest) \$11/guest
- C) Beer and Wine + Cocktails (2 tickets per guest) \$10/guest
- D) Beer and Wine + Cocktails (3 tickets per guest) \$14/guest

- Please also have wine available at the table.*

3. *No Bar Service*

- Please have wine available at the table.*

Requestor: _____ Date of Request: _____

Name of Event: _____

Date of Event: _____ Time: _____ am/pm

Responsible Organization: _____

Number of Expected Guests: _____

Event Location: _____

Will students be in attendance at this event? Yes / No

Description of Event:

By my signature, I acknowledge that I have read, understand, and agree to the University of Mary's Alcohol policies and procedures as outlined in the Alcohol Policy and Alcohol Service Documents.

Signature: _____ Date Signed: _____

Approved: _____ Date Signed: _____

Executive Vice President, University of Mary