



Current Policy

Cleburne Conference Center Alcohol Policy

1. **No BYOB:** No private coolers, liquor, beer, wine or other alcohol will be permitted unless approved in writing by the City Manager's Office. Persons wishing to serve alcohol in conjunction with their rental or event must make prior arrangements with the Conference Center staff. A minimum of 14 working days prior to the event is required to ensure privileges. A \$300 alcohol deposit is required to cover any damages or additional fees that may occur.
2. **Alcohol must be brought in by the customer that signs the contract and served by a TABC certified bartender and cannot be sold to guest. NO BYOB.**
3. At any Conference Center event where alcohol is served there shall be a minimum of (2) two uniformed police officers for first 100 guests and (1) one uniformed officer for each 100 guests thereafter. Officers must be present during the time alcohol is served and for (30) thirty minutes after service has concluded. Officers are to be paid directly, in cash, immediately prior to the event at a rate of \$35/hour (two hour minimum) for each officer required. The Conference Center staff will make necessary scheduling arrangements with the Police Department for each event. * Staff reserves the right to require additional law enforcement personnel when necessary for any event.
4. All alcohol at the event must be consumed in the room(s) designated for the event only. Failure to comply with this rule may result in the closure of the bar and cancellation of the event and forfeiture of the deposit.
5. **Alcohol must be served by a TABC bartender. Proof of certification must be presented to the Conference Center 14 days prior to the event to ensure privileges. Certification must be current and valid.**
6. General access to champagne fountains or punch bowls containing alcohol must be under adult supervision if any minors are in attendance.
7. The service of alcohol is to stop 30 minutes before the scheduled end of the event without exception. Officers are required to be present 30 minutes after alcohol service is terminated.
8. An exception to this policy will be made if the lessee wants to hold a wine/champagne reception prior to an event. Wine/champagne only may be given away free for a period of one hour before the event takes place without security. All other alcohol will fall under the above policy guidelines.

I, individually, and on behalf of my heirs, successors, assigns and personal representatives, hereby agree to indemnify, defend and hold harmless the City of Cleburne, Cleburne Chamber of Commerce, CVB, their employees, agents, servants, officers, trustees and representatives (in their official and individual capacities) from any and all liability, loss or damage that they or any of them incur or sustain as a result of any claims, demands, actions, causes of action, judgments, costs or expenses, including attorneys fees, which arise out of, occur during, or result from my event where alcohol is consumed.

I _____ agree to all the rules and restrictions above.

Customer Signature _____ Date _____