

Milwaukee Area Technical College

Consumption of Alcoholic Beverages Not on MATC Property

But at An MATC Sanctioned Function - FF0601A

PROCEDURES

Alcoholic beverages may be consumed at Milwaukee Area Technical College sponsored off-premise functions, as approved by the Executive Vice President, Vice President of Student Development, or Vice President of Academic Affairs. Alcoholic beverages that may be approved for consumption include beer, wine, wine coolers or others as requested by the sponsoring group. Service should only take place between the hours of 4:30 p.m. to midnight.

Alcoholic beverages must be sold to program attendants, unless other arrangements as approved by the appropriate Executive Committee member is provided to the sponsoring organization. No free alcoholic beverages or "All You Can Drink" events will be approved. Non-alcoholic beverages must be available to program attendants. MATC encourages special event planners to include a designated driver program as part of their function. Only a fully licensed bartender may dispense the alcoholic beverages. Payment for the bartending services must be paid by the sponsoring organization. All applicable Wisconsin State laws must be complied with. The regulations concerning licenses for the dispensing of beer, wine, or wine coolers shall be determined by the ordinances of the community in which the campus is located. Arrangements for on-duty security must be made with the owner/proprietor of the host site.

The function must be supervised by faculty, staff or MATC personnel responsible for the sponsoring group. All requests should be approved at least 15 days in advance.

Day and Date of Event: _____

Location: _____

Time: _____

Sponsoring Organization: _____

MATC Personnel, faculty or staff in Attendance to Supervise the Event: _____

Special Provisions: _____

Approved: _____ Not Approved: _____

Signature: _____ Date: _____

Reference Administrative Regulation and Procedure FF0601A