

REQUEST TO SERVE OR SELL ALCOHOLIC BEVERAGES

All Requests must be submitted to Hospitality & Dining Services at least 20 business days prior to the event to allow for timely review and processing. A separate Request must be submitted for each event. After HDS approves this Request, they will send a copy to the Primary Event Representative, Event Location Approver, and UCI Police.

Date of Event <u>8/2/18</u> Location <u>3rd Floor Terrace (3000)</u> Description and Purpose of the Event <u>MPAc Summer Mixer</u>		Event Start Time <u>4:30 pm</u> Event End Time <u>6:00 pm</u> Alcohol Service Start Time <u>4:30 pm</u> Alcohol Service End Time <u>6:00 pm</u> Total Hours of Alcohol Service <u>1.5</u>
<small>Attach a diagram showing where alcoholic beverages will be permitted and note all entrances and exits. For outdoor areas and events, indicate all barricaded areas. If selling alcoholic beverages, use form ABC-235.</small> <small>List the specific types of alcohol to be served. Only beer and wine are permitted at student sponsored or student oriented events.</small> <u>Beer, Wine</u> <small>List ALL foods and non-alcoholic beverages that will be served. Food and non-alcoholic beverages are required.</small> <u>Heavy H'orderves, water, soft drinks</u>		<small>If hard liquor will be served at non-student events, the Approving Authority must initial.</small> <small>Approving Authority</small>
Sale of Alcoholic Beverages <small>Will a fee be charged for alcoholic beverages or a fee to attend the event?</small> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <small>If YES, a one day alcohol license from the California Department of Alcoholic Beverage Control (ABC) will be required.</small>		
Purchase and Transport of the Alcohol <input type="checkbox"/> Donation—Name of donor _____ <input checked="" type="checkbox"/> Purchase by department—Retail store <u>Albertsons/Costco</u> <input type="checkbox"/> Purchase by licensed caterer—Name _____		
Service of Alcoholic Beverages <small>Certified Professional Servers (e.g. TIPS or LEAD certified) will be provided by:</small> <u>Acrobat Outsourcing</u>		
REQUIRED CONTACT INFORMATION AND APPROVAL SIGNATURES		
<small>By signing below, I acknowledge that I have read the UCI Policy on the Sale, Service and Consumption of Alcoholic Beverages, Section 900-13, and agree to abide by this policy and any other requirements set forth by the University of California, Irvine.</small>		
MPAc Sponsoring Organization Burt Slusher <small>Primary Event Representative (must be present at the event)</small> <u>(949) 824 - 1609</u> <small>Office Number</small> <u>(744) 734 - 0824</u> <small>Cell Number (at event)</small> <u>burt.slusher@uci.edu</u> <small>Email</small> <u>Burt Slusher</u> <u>7/2/18</u>		Event Location Approver <u>Sebrina Tomas</u> <u>Executive Assistant to the Dean</u> <small>Name</small> <u>Sebrina Tomas</u> <u>07/03/18</u> <small>Signature</small> <small>Date</small>
<small>Event Representative(s)</small> <small>For every 50 attendees, an Event Representative must be present at the event. List all Event Representatives with cell number (use back of form).</small>		Approving Authority <small>See Section 900-13 for authorized approvers.</small> <u>Eric Spengenberg</u> <u>Dean, Paul Merage School of Business</u> <small>Name</small> <u>Eric R. Spengenberg</u> <u>07/03/18</u> <small>Signature</small> <small>Date</small>
Jana Cheng <u>949 - 735 - 1148</u> <small>Name</small> <small>Cell Number (at event)</small>		Hospitality & Dining Services Approver <u>Munica Ramirez</u> <u>Operations Coordinator</u> <small>Name</small> <u>Munica Ramirez</u> <u>7/15/18</u> <small>Signature</small> <small>Date</small>