

WESTMINSTER WOODS CAMP AND CONFERENCE CENTER **ALCOHOL POLICY, APPLICATION, AND AGREEMENT**

Except as described below, consumption of alcohol at Westminster Woods is prohibited. Groups or individuals who want to consume alcohol at Westminster Woods must make this intent known when submitting an *Application for Use of Westminster Woods*. Those who consume alcohol recognize the need to do so legally, and in conformance with all applicable laws and regulations. Future requests for the use of the Westminster Woods will be denied for groups or individuals who violate the Westminster Woods alcohol policy.

Allowable Use of Alcohol With Approved Alcohol Application

(1) Only wine and beer are allowed at activities sponsored by groups approved by First Presbyterian Church of Pendleton (Presbyterian Women, Koinonia Groups, Session or Commissions, etc.), or for other Presbyterian groups (Presbyteries, Synods, pastoral retreats), so long as the group brings their own wine and/or beer for their own personal consumption.

(2) At all Westminster Woods events involving catering services, wine and beer must be served only by individuals currently licensed as an Oregon Liquor Control Commission server. At non-catered events, including any utilizing a beer wagon or trailer, a responsible adult must serve wine and beer to guests, and supervise its consumption.

(3) A cleaning deposit of \$500 is required for events at which wine and beer are consumed. This deposit will be returned only after inspection of facilities and surrounding areas, and only if additional cleaning or repairs of said areas is not incurred by Westminster Woods. This deposit is in lieu of the general cleaning deposit for rental of Westminster Woods. ***This cleaning deposit applies to all renters and users of Westminster Woods, including Presbyterian Church groups.***

(4) Consumption of wine and beer only is restricted to the following areas of Westminster Woods: RV camping sites, dining and small meeting hall, chapel (Communion only), and meeting center. Consumption of wine and beer is not permitted in the bathhouse, sleeping center/dorm, lower kitchen/picnic area, or maintenance building facilities.

(5) When used for worship, alcohol consumption is permitted at the chapel for Sacrament of Communion. When used as a meeting center (non-worship functions), wine and beer only are allowed at the chapel (if alcohol consumption is approved prior to the event or use).

(6) All applications for permission to consume alcohol at Westminster Woods shall be considered by Head of Staff of First Presbyterian Church of Pendleton (or designee). Applications for permission to consume alcohol must be submitted at the same time a group or individual submits their *Application for Use of Westminster Woods*.

(a) Except as otherwise permitted by Head of Staff (or designee), **consumption of alcohol other than wine or beer is prohibited**. Permission must be obtained for whisky shots at weddings. A group or individual may request a waiver of this restriction by submitting a written request to Head of Staff (or designee) of First Presbyterian Church of Pendleton.

(7) An individual or group using the facilities shall obtain and maintain liability insurance coverage (commonly known as a 'rider' or 'special endorsement' to a current liability policy) in an amount of no less than \$1,000,000 (One Million Dollars). The endorsement shall cover events and activities at Westminster Woods where alcohol is to be served and consumed. The insurance coverage shall name First Presbyterian Church of Pendleton as an additional insured of said policy. [This paragraph does not pertain to Presbyterian Church groups, as noted in paragraph 1 above, because they are insured through said church organizations.]

By Initialing and Signing Below, I, Applicant, hereby acknowledge that:

_____ I have read, understand, and agree to abide by terms and conditions in this policy and agreement. I understand that if my application is approved, I have a responsibility to inform participants in my group about terms of this policy and agreement.

_____ I understand that if my application is approved, I must present evidence of insurance information, as specified in item 7 above. Insurance evidence must be presented to Head of Staff (or designee) of First Presbyterian Church of Pendleton at least 30 days prior to my event.

In addition, the undersigned applicant waives, releases, and discharges First Presbyterian Church of Pendleton, and its officers, agents, and employees, from any and all claims for damages, personal injury, property damage, or wrongful death arising from alcohol use described in this application.

APPLICANT:

Signature Date

Printed Name and Title

HEAD OF STAFF (or designee):

Approved? (Yes/No): _____ Comments _____

Signature Date