Approval Form for MUSC Student Events
Where Alcohol Will Be Served

Name and Type of Event: Trivia Happy Hour

Day and Date of Event: Friday Jan. 9, 2009

Hours of Event: 6-9pm

Event Location: Mad River Bar & Grill
(Leases and/or rental agreements must be signed by MUSC Legal Services)

Is this event college-related _____ -or- University-wide ______

Sponsoring Organization: msc Student Government Association

Primary Event Organizer and Phone #: Andrea Boan, msc Program VP

President of Sponsoring Organization and Phone #: Sheldon Bates

Have organizational representatives who will be helping manage this event attended a “Responsible Hosting Training Session”? Yes ______ No ______

Advisor to Sponsoring Organization and Phone #: Kevin Smirnenski 792-2693

Event Plans

Who is invited to attend this event? All MUSC Students

How will this event be publicized? Posters, email, SCA reps

Will alcohol be sold at your event or admission (that includes bar service) be charged to attend your event? Yes ______ No ______ (If yes, SC law mandates that the sponsoring organization acquire and display a Temporary Beer, Wine and/or Liquor Permit. The process of acquiring this permit takes 4 weeks. If the event is to be held at a licensed establishment then it is not necessary to obtain this permit.) [held at a licensed facility]

Has a Temporary Beer, Wine and/or Liquor Permit been acquired? Yes ______ No ______ Pending ______

What arrangements will be made to assure that no one under 21 consumes alcoholic beverages? MUSC Public Safety officers will check ID's at the door; Mad River's bartenders

What type and quantity of alcoholic beverages will be served?

Each guest will be given (2) beverage tickets upon admission. These (2) tickets can be used for (2) beers - or - (1) glass of wine or liquor drink. Guests may then purchase additional drinks.
How will alcoholic beverages be served? (i.e. self-serve, professional bartender) Mad River's bar tenders

How will the amount that your guests drink be controlled? Mad River's bar tenders

What type and quantity of food will be served? 200 chicken tenders, 50 lbs. of wings, 2 pans spanakopita, 2 pans meatballs, 5 pans sliders, crab dip, queso dip, veggie & fruit platters

What type and quantity of non-alcoholic beverages will be served? soft drinks free from the bar

What type of entertainment (besides the bar) will there be? Trivia games

What arrangements have been made to keep impaired guests from driving? (2) Public Safety officer will monitor the door/exit & call for a Black Cab (free to the student) if needed.

Have you leased a facility and/or contracted a band, caterer or bartending service? Yes ___ No ___ If yes, have these leases/contracts been approved by MUSC’s Legal Counsel? Yes ___ No ___

I have read MUSC’s Alcoholic Beverage Serving Policy and the publication, “Hosting a Responsible Party.” On behalf of my student organization, I will manage the event described in this form to comply with all state laws and responsible hosting guidelines.

Andrew Boom
Event Organizer

Sponsoring Organization

This event is approved ___ -or- disapproved ___ by:

Dean or Dean’s Designee (if college-related event)
Exec. Director or Assoc. Director of Student Programs (if University-related)

Comments:
Approval Form for MUSC Student Events
Where Alcohol Will Be Served

Name and Type of Event: **Holiday Ball**

Day and Date of Event: **December 5, 2003; Friday**

Hours of Event: **8:00 pm - 12:00 am**

Event Location: **Gaillard Municipal Auditorium**

(Leases and/or rental agreements must be signed by MUSC Legal Services)

Is this Event College-related Yes ☑ -or- University-wide No ☐

Sponsoring Organization: **College of Medicine; Class of 2007**

Primary Event Organizer and Phone #: **(Blacked Out)**

President of Sponsoring Organization and Phone #: **(Blacked Out)**

Have organizational representatives who will be helping manage this event attended a "Responsible Hosting" workshop? Yes ☑ No ☐

Advisor to Sponsoring Organization and Phone #: **Dr. DelBene 792-2003**

**Event Plans**

Who is invited to attend this event? **College of Medicine students; faculty, MUSC residents**

How will this event be publicized? **Posters, emailed invitation**

Will alcohol be sold at your event or admission (that includes bar service) be charged to attend your event? Yes ☐ No ☑ (If "yes", SC law mandates that the sponsoring organization acquire and display a Temporary Beer, Wine and/or Liquor Permit. The process of acquiring this permit takes 6 weeks. If the event is to be held at a licensed establishment then it is not necessary to obtain this permit.)

Has a Temporary Beer, Wine and/or Liquor Permit been acquired? Yes ☐ No ☐ Pending ☑

What arrangements will be made to assure that no one under 21 consumes alcoholic beverages? **Security officers will check IDs at entrance and issue wrist bands**

What type and quantity of alcoholic beverages will be served? **Beer, wine, liquor. Amount to be controlled by professional bar tenders**

How will alcoholic beverages be served? i.e. self-serve, professional bar tender **2 professional bar tenders**

How will the amount that your guests drink be controlled? **Professional bartenders**
What type and quantity of food will be served? *heavy appetizers (shrimp: grits, sandwiches, cheese dip), desserts (cake, mocha & lemon torts)*

What type and quantity of non-alcoholic beverages will be served? *Coffee, sodas (provided by bartending service)*

What type of entertainment (besides the bar) will there be? *DJ - Jason O'Dell*

What arrangements have been made to keep impaired guests from driving? *Public safety will be at door and alert cab*

Have you leased a facility and/or contracted a band, caterer or bartending service? Yes **X** No. If "yes", have these leases/contracts been approved by MUSC's Legal Counsel? Yes **X** No.

I have read MUSC's Alcoholic Beverage Serving Policy and the publication, "Hosting a Responsible Party". On behalf of my student organization, I will manage the event described in this form to comply with all state laws and responsible hosting guidelines.

__________________________
Amanda J. Gardner
Event Organizer

__________________________
MUSC.com 2007
Sponsoring Organization

*This event is approved / -or- disapproved* by:

__________________________
Dean or Dean's Designee (if college-related event) Director of Student Programs (if University-related)

Comments:

__________________________
__________________________

__________________________
Approval Form for MUSC Student Events
Where Alcohol Will Be Served

Name and Type of Event: Gay Straight Alliance Spring Social

Day and Date of Event: Saturday, March 29, 2008

Hours of Event: 7:00 - 10:00 pm

Event Location: 3 Zig Zag Alley, Charleston, SC
(Leases and/or rental agreements must be signed by MUSC Legal Services)

Is this event college-related_____ -or- University-wide ✓

Sponsoring Organization: Gay Straight Alliance / Office of Student Diversity

Primary Event Organizer and Phone #: Laurie Charles 792-2146

President of Sponsoring Organization and Phone #: R. Blumberg

Have organizational representatives who will be helping manage this event attended a
"Responsible Hosting Training Session"? Yes ✓ No __

Advisor to Sponsoring Organization and Phone #: Laurie Charles 792-2146

Event Plans

Who is invited to attend this event? MUSC students and guests

How will this event be publicized? E-mail, fliers, broadcast message

Will alcohol be sold at your event or admission (that includes bar service) be charged to
attend your event? Yes ___ No ✓ (If yes, SC law mandates that the sponsoring
organization acquire and display a Temporary Beer, Wine and/or Liquor Permit. The
process of acquiring this permit takes 4 weeks. If the event is to be held at a licensed
establishment then it is not necessary to obtain this permit.)

Has a Temporary Beer, Wine and/or Liquor Permit been acquired? Yes ___ No ✓ Pending __

What arrangements will be made to assure that no one under 21 consumes
alcoholic beverages? Staff at entrance will verify age with picture ID

What type and quantity of alcoholic beverages will be served?
beer, wine, distilled spirits - 2 drinks per guest (total = 150 guests)
How will alcoholic beverages be served? (i.e. self-serve, professional bartender) [Professional bartender]

How will the amount that your guests drink be controlled? [2 drinks/person]

What type and quantity of food will be served? [Heavy hors d'oeuvres]

What type and quantity of non-alcoholic beverages will be served? [Water, soft drinks, juices in unlimited amounts]

What type of entertainment (besides the bar) will there be? [Garden tour]

What arrangements have been made to keep impaired guests from driving? [Alert Cab Program]

Have you leased a facility and/or contracted a band, caterer or bartending service? [Yes], No [✓] If yes, have these leases/contracts been approved by MUSC's Legal Counsel? [Yes], No

I have read MUSC's Alcoholic Beverage Serving Policy and the publication, "Hosting a Responsible Party." On behalf of my student organization, I will manage the event described in this form to comply with all state laws and responsible hosting guidelines.

Laurie T. Charles
Event Organizer

Gay Straight Alliance/Office of Student Diversity
Sponsoring Organization

This event is approved [✓] -or- disapproved [ ] by:

[Signature]
Dean or Dean's Designee (if college-related event)

Exec. Director or Assoc. Director of Student Programs (if University-related)

Comments: