

**Request to Serve Alcohol at Asheville-Buncombe Technical Community College**

Person/Group Requesting Permission: \_\_\_\_\_

Responsible Party/Sponsoring Organization: \_\_\_\_\_

How are you associated with the College?: \_\_\_\_\_

Title of Event: \_\_\_\_\_

Date of Event (beginning and ending): \_\_\_\_\_

Time of Event (beginning and ending): \_\_\_\_\_

Location of Event: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Has a *Limited Special Occasion Permit* been requested and received from NC ABC Commission?

(please provide a copy): \_\_\_\_\_

Number of attendees: \_\_\_\_\_

Will there be people under 21 attending the event & approximate number?: \_\_\_\_\_

If yes, how will ID's be checked and alcohol monitored?: \_\_\_\_\_

\_\_\_\_\_

Type of alcohol that will be served: \_\_\_\_\_

Hours of service: \_\_\_\_\_

Will food be served?: \_\_\_\_\_

If yes, what type of food & hours of service?: \_\_\_\_\_

\_\_\_\_\_

Have you secured a professional bartender? (Please provide name, contact information & copy of license): \_\_\_\_\_

\_\_\_\_\_

Access to the event must be limited to invitees only and controlled throughout the event. The event may not be open to the public. Please provide the steps that will be taken to control access to the area:

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Please feel free to provide any additional information or notes:

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The undersigned acknowledges that if this request is granted, the service of alcohol will comply with all NC ABC Commission laws and the College's Alcohol Policy.

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Print name of responsible party/Sponsoring Organization

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Date

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Signature of responsible party/Sponsoring Organization

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A-B Tech President

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Date