

Washington Civic Center Alcohol Policy

Will you be serving alcohol at your event?

NO ~ No further reading is necessary. This policy does not apply to you.

YES ~ You will need to obtain appropriate insurance.

Is this a private event or ticketed event?

PRIVATE ~ guests do not to pay to attend (wedding receptions, etc.)

1. What will you be serving?

- Beer & Wine Only ~ No ABC permit is necessary if only beer and wine are being served at your private event, such as a wedding reception.
- Liquor ~ A Limited Special Occasion ABC permit is required is hard liquor is being served.

TICKETED ~ any event where people pay to attend (class reunion, fundraiser, etc.)

All ticketed events where alcohol of any kind will be served require a Special One-Time ABC permit.

ABC Permits

Applications for all ABC permits can be found online at

www.abc.nc.gov/permits/special.aspx or by calling 919-779-0700.

Insurance

- The Washington Civic Center requires the renter to show proof of Liquor Liability or Host Liquor Liability coverage at least 2 weeks prior to the event date.
- Coverage should reflect rental date(s) as it appears on the Civic Center contract.
- The City of Washington AND the Washington TDA both must be named as Additional Insured parties.
- The policy should have coverage of at least \$1,000,000.

Examples of policies and a list of insurance providers are available by request.