

Villanova University Student Life Venue Agreement

Date of Event: _____ OR Semester to be Covered by the Agreement: _____

Printed Legal Name of the Venue: _____ Address: _____

Please indicate if the events at the venue are: ___ 18 to enter and 21 to drink OR ___ 21 and older only

Initial next to all of the below indicating venue's acceptance. This Student Life Venue Agreement is part of the agreement between the venue and Villanova University for the event(s) listed above.

THE VENUE MUST:

___ 1. Be properly licensed to serve and sell alcohol by the appropriate local and state authority.

ATTACH COPIES OF THE THIRD-PARTY VENDOR'S STATE AND LOCAL LIQUOR LICENSES TO THE AGREEMENT.

___ 2. Be properly insured with the coverages not less than the minimum limits set forth below. This certificate must name Villanova University as additional insured and the local and (inter)national chapter of the Greek-letter organization hiring the venue as additional insured, if applicable. **ATTACH A COPY OF THE THIRD-PARTY VENDOR'S CERTIFICATE(S) OF INSURANCE EVIDENCING THE BELOW REQUIREMENTS.**

- **General Liability: \$1,000,000 each occurrence minimum (or greater if required by the student organization's (inter)national organization, if applicable.**
- **Liquor Liability: \$1,000,000 each occurrence. This coverage and its corresponding limits must be listed on the certificate***
For events not on the venue's premises, the Liquor Liability policy must include off premises liquor liability coverage, which must be specifically evidenced on the certificate.
*Liquor Liability coverage may exist under the venue's General Liability policy; this is acceptable as long as the coverage meets the \$1,000,000 each occurrence limit requirement and the coverage and its corresponding limits are evidences on the certificate.
- **Automobile Liability including owned, non-owned, and hired autos \$1,000,000 each claim****
**Only required for events not held at the venue's premises.

___ 3. Agree to cash/credit card sales only, collected by the venue, during the event. No complimentary alcoholic drinks or open bar of any kind is permitted.

___ 4. Assume all the responsibilities that any other purveyor of alcoholic beverages would assume in the normal course of business, including but not limited to:

- A. Checking identification cards upon entry.
- B. Not serving individuals less than 21 years of age or who appear to be intoxicated.
- C. Certifying that all bartenders are licensed and will serve throughout the duration of the event.

- D. Maintaining absolute control of ALL alcoholic containers present.
- E. Collecting all remaining alcohol at the end of the event. No excess alcohol – opened or unopened – is to be given, sold or furnished to the organization or attendees.
- F. Removing all alcohol from the premises, if applicable.
- G. Cease serving alcohol 30 minutes before the end of the event.
- H. Not serving shots, champagne, or any common container beverages (i.e. Kegs, jungle juice, etc.). Only beer, wine, mixed drinks, and non-alcoholic drinks may be served.

Authorized Representative of Vendor Signature & Date

Authorized Representative of Vendor Printed Name & Title

Authorized Representative of Villanova University Signature & Date

Authorized Representative of Villanova University Printed Name & Title

Printed Name of Greek-letter organization

Authorized Representative Signature & Date