



DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
NORTH CAROLINA DIVISION OF PARKS AND RECREATION
Alcohol Supplement Application

The purpose of the Alcohol Permit Supplement is to gather details from event sponsors requesting to serve alcohol at a North Carolina State Park. The application fee is \$200. The Alcohol Supplement application, the Special Activity Permit request, and fees associated with the permits shall be submitted at least 14 days in advance of the scheduled event. Alcohol supplements include special conditions that must be met by the applicant in order for the supplement to be approved and valid. These include:

1. Obtain an Alcoholic Beverage Control (ABC)-issued permit;
2. Obtain a certificate of liability insurance for the event;
3. Submit payment for any park staff service and fees for the event.

Park/Recreation Area Name: _____

Name of Group/Applicant: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone number: _____ Email: _____

Name of event/activity: _____ Location of event/activity : _____

Date of event: _____ Start and end times of event: _____ Total Expected Attendance: _____

What type of alcohol will be served? Check all that apply. Include inventory amounts for each.

- ☐ Draft Beer ☐ Can/Bottled Beer ☐ Wine ☐ Liquor
 > Inventory: _____ > Inventory: _____ > Inventory: _____ > Inventory: _____

Location(s) alcohol will be served and consumed: _____

Time alcohol will be served and consumed: Start time: _____ End Time: _____

Release/Indemnity: Applicant assumes all risk associated with the service, use and consumption of alcohol at the event noted above. Applicant hereby releases and forever discharges N.C. Division of Parks and Recreation (Division), N.C. Department of Natural and Cultural Resources (Department) and the State of North Carolina, and their employees, officials, and agents, from any and all claims, demands, damages, actions, causes of action, rights, costs, expenses and compensation whatsoever, including attorney's fees, or suits of any kind or nature whatsoever, both known or unknown, arising from or related to this permit and the permissions granted hereby. Applicant shall indemnify, defend, and hold harmless the Division, the Department and the State of North Carolina, and their employees, officials, and agents, from and against all claims, costs, expenses, damages, and/or liability for injury, death, or damage, to persons or property arising from or relating to the service, use and/or consumption of alcohol by applicant or those participating in the event noted above, or resulting from any breach or default in the performance of permittee's obligations under this permit, including, but not limited to, attorney's fees and court costs.

I hereby acknowledge my full and complete understanding of the General Conditions required by the North Carolina Division of Parks and Recreation, and any and all special conditions with which this event must comply. I agree to abide by all conditions of the Alcohol Supplement.

Signature of responsible party/official: _____

Title of responsible party/official: _____

FOR OFFICE USE ONLY

Supplement number: _____ Date of issue: _____

Special provision, conditions of issuance: _____

☐ See attached sheet

Fees: Supplement: \$ _____

Additional charges: \$ _____

Total: \$ _____

Signature of approving official

SPECIAL CONDITIONS

1. All fees must be paid prior to the scheduled event date. Approval to serve alcohol is contingent upon providing all required supporting documentation listed as attachments on this form.

ATTACHMENTS

- ☐ ABC Permit ☐ Certificate of Liability Insurance ☐ Security Staffing/Park Overtime fees if applicable
☐ Check (*Make check payable to N.C. State Parks*) ☐ Map of Event ☐ Other _____

2. Applicant is responsible for ensuring that all required alcoholic beverage permits have been obtained and for ensuring compliance with all applicable statutes, rules, permits, and policies related to alcohol or the North Carolina Alcohol Beverage Commission.
3. Alcohol must be kept in approved designated area(s) only. ABC permit rules and regulations must be followed at all times. ABC permit must be openly and conspicuously displayed where alcohol is served.
4. Temporary fencing may be required for outdoor areas where alcohol distribution and consumption occur. Applicant shall provide the required fencing at their own expense. Temporary fencing must be approved by the Division prior to use.
5. Applicant must provide adequate security and staffing for the event. Applicant shall provide personnel to ensure that NO alcohol will be served by or to, or possessed or consumed by, anyone under the legal drinking age of 21 years. Self-service of alcoholic beverages is prohibited. Open containers of alcoholic beverages may not leave the facilities or designated space.
6. Based on the size and nature of the event, additional park staff presence may be necessary to support the event, at the Division's sole discretion. The applicant shall be responsible for all additional staffing and overtime costs associated with the event.
7. The applicant agrees to procure and maintain the following insurance coverages and limits at their own sole cost and expense:
 - a. General Liability insurance with minimum amount of \$1,000,000.00 per single occurrence. Defense costs shall be in excess of the limit of liability.
 - b. Liquor Liability insurance with minimum amount of \$2,000,000.00.

All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to do business in North Carolina. The permittee shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under such insurance policies.

The permittee shall provide documentation of adequate insurance coverage with a certificate of insurance listing the NC Division of Parks and Recreation as Additional Insured.

The name and address on the certificate shall read:

NC Division of Parks and Recreation
121 West Jones Street
1615 Mail Service Center
Raleigh, NC 27699-1615

8. All N.C. Division of Parks and Recreation rules and Special Activity Permit considerations apply.