



YORBA LINDA PUBLIC LIBRARY

ALCOHOL USE POLICY

The use of alcohol in the Yorba Linda Public Library must be approved in writing and in advance by Library Staff. User must comply with applicable law. Failure to comply with any regulations will result in immediate revocation of the permission to use alcohol and termination of the event. Additional regulations and specifications may be required in the contract for any event.

1. "Alcohol use" refers to any beverage that contains any amount of alcohol.
2. Orange County Sheriff's Officers, or a security firm must be approved in advance by the Orange County Sheriff's Department, and security must be present at all events of 100 or more people at which alcohol is served. Orange County Sheriff's Department and Library Staff may waive security for Group A events. Cost of the security is the responsibility of the user and is payable directly to the police department and/or security firm.
3. Alcohol may not be served, or sold to, or consumed by minors. Failure to comply, monitor and enforce this provision is grounds for terminating the activity immediately and forfeiture of the refundable deposit and all of the room fees.
4. Injuries sustained by any person as a result of alcoholic beverages being served and/or consumed on Library property, including, but not limited to the Library and Cultural Arts Center Campus, shall be the sole responsibility of the organization, its sponsor or the adult representative. As a condition for signing the use contract for the facility, the organization agrees to indemnify the City for any such injuries.
5. Alcohol may not be served, sold, or consumed prior to the scheduled start of the event nor until the Yorba Linda/Orange County Sheriff's or approved security officers arrive at the Library, unless the requirement for security has been waived all together.
6. Alcohol serving or consuming is limited to the rooms outlined in the contract. Serving or consuming alcohol on patios adjoining the room approved for use is permitted.
7. Alcohol may not be served nor consumed in the parking lot.
8. Center Wedding and Events is the on-site caterer, licensed by the A.B.C to serve alcohol and meets all rules and regulations. All private parties and commercial events, as outlined below, serving alcohol are required to enter into an Agreement with Center Wedding & Events to purchase and serve alcohol.
9. Non-Profit Organizations may utilize Center Weddings & Events to purchase and serve alcohol, or may obtain an ABC license at the State of California Department of Alcoholic Beverage Control located in Santa Ana, CA or visit their website at www.abc.ca.gov
 - a. For Non-Profit Organizations, Library representatives must sign ABC Form 221 prior to submitting to ABC offices.
 - b. A copy of the ABC permits must be submitted to the Yorba Linda Public Library no less than fifteen (15) days prior to the event date. Failure to provide proof of an ABC permit by the required timeline will result in alcohol service being forfeited or; use of Center Catering staff for alcohol service will be required.
10. Alcohol premiums and insurance fees shall be charged according to prices set by the insurance company. The Library shall pass these charges to renters.

11. The service of alcohol at any private or commercial event is limited to a maximum of five and a half (5 ½) consecutive hours. Non-Profit Organizations who have obtained a 1-day liquor license through the ABC are not limited to this restriction. Despite the number of hours scheduled to serve alcohol, serving must be stopped 30 minutes before your event ends, which is one hour prior to the start of the clean-up time.
12. All alcohol must be served from behind a table, bar, or by monitored tabled services. Alcohol must be served by an adult, over the age of 21, who is to be responsible for ensuring that no minors are served.
13. Security guard must be present from the time guests arrive through the end of the clean-up hour.