

NMSU APPLICATION TO SERVE OR SELL BEER AND/OR WINE

An application to serve or sell beer and/or wine at an event on the campus of New Mexico State University must be submitted to the review committee chair no later than 15 calendar days prior to an event. Only the Dining Services Contractor, Concessions Contractor, picnic license holder or other licensed and certified servers under appropriate supervision may serve or sell all beer and/or wine on campus. The event sponsor shall be responsible for all costs incurred by the contractor, University Police and other university departments.

DATE OF EVENT _____ **TIME OF EVENT: FROM** ____ **AM / PM** **TO** ____ **AM / PM**

DESCRIBE THE NATURE OR PURPOSE OF THE EVENT:

EXACT LOCATION OF EVENT _____

BY INVITATION ONLY ___ **YES** ___ **NO** **EXPECTED OVERALL ATTENDANCE** _____
EXPECTED MINORS IN ATTENDANCE _____ **MEANS OF IDENTIFYING UNDER-AGE ATTENDEES** _____

NAME OF FOOD SERVICE VENDOR/CATERER _____

TYPE OF FOOD TO BE SERVED (EXAMPLE: PLATED DINNER, BUFFET, ETC.)

SECURITY ARRANGED WITH NMSU POLICE: **YES** ____ **NO** ____

SPECIAL DISPENSER LICENSE HOLDER _____

CASH BAR ____ **(REQUIRES SPECIAL DISPENSER LICENSE)**
(beer, wine or malt beverage only)

HOSTED BAR ____ **ALCOHOL DONATED BY** _____
(beer, wine or malt beverage only)

CERTIFIED SERVERS PROVIDED BY _____
(certified alcohol servers are required by state law at all events, no exceptions)

SPONSOR INFORMATION

NAME OF SPONSOR _____

ADDRESS: _____

TELEPHONE _____ **FAX** _____ **E-MAIL** _____

SIGNATURE OF SPONSOR **DATE** _____

THIS FORM MUST BE RECEIVED BY THE ALCOHOL COMMITTEE CHAIR 15 DAYS PRIOR TO THE EVENT OR IT WILL NOT BE SUBMITTED TO THE COMMITTEE FOR REVIEW, NO EXCEPTIONS
NMSU MSC 3HRTM FAX 646-8100 PHONE 646-5752 09/22/08