

**Please read this policy before completing the attached
Application for Alcohol Beverage Service Permit.**

**Kemp Natural Resources Station
Alcohol Beverage Policy**

Kemp Station recognizes the desire of some users and groups to have alcohol beverages available during meals, events and free time. We strive to accommodate that desire within the constraints of University of Wisconsin policy on alcohol and the nature of shared living space.

In addition to abiding by the Kemp Station Policy Statement, the following policies regarding alcohol beverages must be read, understood, and adhered to by all Kemp Station users:

1. All users (individuals or groups) must complete and submit for approval a “University of Wisconsin Application for Alcohol Beverage Service Permit.” The Application is available from the Kemp office and website. The individual who signs the Application as the “Responsible Employee” must be present at all times during which alcohol beverages are served or consumed and must agree to the other rules presented on the Application.
2. At no time will alcohol consumption by some Kemp users be allowed to interfere with the work, comfort, or security of other Kemp users. Concerns should be reported to Kemp personnel.
3. Excessive alcohol consumption resulting in disruptive or dangerous behavior will not be tolerated and may be grounds for eviction from Kemp Station.
4. Alcohol is not to be provided to minors. A Permit holder will be held responsible if damage or injury occurs as a result of alcohol provided to a minor under the scope of their Permit.
5. Kemp regularly hosts groups that hold events where alcohol is prohibited. These may be youth groups or undergraduate field courses. Alcohol is not to be introduced to Station areas being used by these groups. Likewise, individuals from non-alcohol events are not to participate in alcohol consumption with permitted users.
6. Refrigeration space is shared by all Kemp users and priority is given to food items. Please keep alcohol beverage storage in refrigerators to a minimum.

Thank you for your cooperation.

**UNIVERSITY OF WISCONSIN-MADISON
APPLICATION FOR ALCOHOL BEVERAGE SERVICE PERMIT**

Date of event _____ Date of application: _____

Time alcohol beverage service will begin: _____ and end: _____

Location at which alcohol may be served: _____

Sponsor (department or registered student organization): _____

Function name/description: _____

Number of persons expected to attend: _____ Number under age 21: _____

Alcohol beverage(s) to be served: _____

Non-alcohol Beverages to be served: _____

Food to be served: _____

Responsible University Employee *: _____

Print Name

_____ Campus Address

_____ Phone

If this Permit is granted, I agree (1) to be present at all times during which alcohol beverages are served or consumed at this event; (2) that non-alcohol beverages will be available; (3) that any conditions attached to this permit are observed; (4) that underage or intoxicated persons will not be allowed to consume alcohol beverages and (5) to have a copy of the approved application available at this event.

Signature of Responsible Employee*

* "Responsible University Employee" means a person with a faculty, academic or classified staff appointment, or a project or teaching assistant; the term does not include student hourly employees, except those employed and supervised by the Wisconsin Union or University Housing.

PERMIT APPROVAL

Pursuant to sec. UWS 18.06(13), Wis. Adm. Code, and UW-Madison Specific Alcohol Beverage Regulation B, alcohol beverages are hereby permitted subject to the conditions stated above and, if this box is checked, the conditions which are attached. This permit does **NOT** allow sale of alcohol beverages.

Date _____ Authorized University Official _____

Applicant receives original of signed permit; official retains a copy.